



Department of Administration
Purchasing Division
2019 Washington Street East
Post Office Box 50130
Charleston, WV 25305-0130

State of West Virginia Delivery Order

Order Date: 09-27-2021

CORRECT ORDER NUMBER MUST APPEAR
ON ALL PACKAGES, INVOICES, AND
SHIPPING PAPERS. QUESTIONS
CONCERNING THIS ORDER SHOULD BE
DIRECTED TO THE DEPARTMENT
CONTACT.

Order Number:	CDO 0511 2673 BMS2200000007 1	Procurement Folder:	943651
Document Name:	WV I/DD Waiver Intensively Supportive Setting/Group Home	Reason for Modification:	
Document Description:	WV I/DD Waiver Intensively Supportive Setting/Group Home		
Procurement Type:	Central Delivery Order		
Buyer Name:	Crystal G Hustead		
Telephone:	(304) 558-2402		
Email:	crystal.g.hustead@wv.gov		
Shipping Method:	Best Way	Master Agreement Number:	CMA 0511 BMS1600000003 1
Free on Board:	FOB Dest, Freight Prepaid		

VENDOR	DEPARTMENT CONTACT																				
Vendor Customer Code: VS0000009191 APS Healthcare Quality Review Inc 777 E Park Dr Harrisburg PA 17111-2754 US Vendor Contact Phone: 7175648288 Extension: 7038 Discount Details: <table><thead><tr><th></th><th>Discount Allowed</th><th>Discount Percentage</th><th>Discount Days</th></tr></thead><tbody><tr><td>#1</td><td>No</td><td>0.0000</td><td>0</td></tr><tr><td>#2</td><td>No</td><td></td><td></td></tr><tr><td>#3</td><td>No</td><td></td><td></td></tr><tr><td>#4</td><td>No</td><td></td><td></td></tr></tbody></table>		Discount Allowed	Discount Percentage	Discount Days	#1	No	0.0000	0	#2	No			#3	No			#4	No			Requestor Name: Kevin L Bowling Requestor Phone: 304-356-4958 Requestor Email: lee.k.bowling@wv.gov 22 FILE LOCATION _____
	Discount Allowed	Discount Percentage	Discount Days																		
#1	No	0.0000	0																		
#2	No																				
#3	No																				
#4	No																				

INVOICE TO	SHIP TO
PROCUREMENT OFFICER: 304-352-4286 HEALTH AND HUMAN RESOURCES BUREAU FOR MEDICAL SERVICES 350 CAPITOL ST, RM 251 CHARLESTON WV 25301-3709 US	PROCUREMENT OFFICER: 304-352-4286 HEALTH AND HUMAN RESOURCES BUREAU FOR MEDICAL SERVICES 350 CAPITOL ST, RM 251 CHARLESTON WV 25301-3709 US

Purchasing Division's File Copy

Total Order Amount: \$565,831.36

ENTERED

PURCHASING DIVISION AUTHORIZATION

DATE: *Lunda Harper 10/01/2021*

ELECTRONIC SIGNATURE ON FILE

ENCUMBRANCE CERTIFICATION

DATE: *Beverly Tiler 10-4-21*

ELECTRONIC SIGNATURE ON FILE

Extended Description:

CDO for WV I/DD Waiver Intensively Supportive Setting/Group Home Project.

CDO Service Dates: 10/01/2021 - 04/30/2022

Total: \$565,831.36

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
1	80000000	2324.22000	HOUR	\$243.4500	\$565,831.36
Service From	Service To	Manufacturer	Model No	Delivery Date	
2021-10-01	2022-04-30				

Commodity Line Description: BMS Opt Hourly Services Opt Ren 2, 05/01/21-04/30/22

Extended Description:

Bureau for Medical Services Optional Hourly Services Optional Renewal Year 2 05/01/2021 through 04/30/2022.

WV I/DD Waiver Intensively Supportive Setting/Group Home

2324.22 Hours @ \$243.45 = \$565,831.36



WV I/DD Waiver Intensively Supportive Setting/Group Home Statement of Work

1. **Performance Period.** The performance period for this statement of work is October 1, 2021 – April 30, 2022, unless earlier terminated by either Party consistent with the terms and conditions set forth in the Master Agreement, CMA 0511 2673 BMS1600000003, effective May 1, 2016, between the State of West Virginia, Bureau for Medical Services (BMS), and APS Quality Review, Inc. dba Kepro.
2. **Scope of Work**
 - a. Kepro understands that the Department is committed to assuring the health and safety of IDD Waiver members who reside in Intensively Supportive Setting or Group Homes by providing:
 - i. a reliable incident management and investigation process;
 - ii. audit protocols that ensure compliance with reporting, review, and response requirements;
 - iii. quality assurance process that ensures the delivery and fiscal integrity of appropriate care; and
 - iv. timely and effective review of incidents, including analysis of all mortality review committees reports of unexpected deaths.
 - b. Population data as of 8/25/2021
 - i. 1,401 total IDDW members served in Intensively Supportive Setting or Group Home
 - ii. 60 agencies serve these members
 - iii. 730 total homes (ISS/GH) as follows:
 1. 253 addresses ISSx1 (244 members)
 2. 319 addresses ISSx2 (598 members)
 3. 126 addresses ISSx3 (384 members)
 4. 32 addresses Group Homes (98 members)
 5. 20 addresses ISSx1 Personal Options (20 members)
 - c. Kepro will conduct the following new ASO services:
 - i. Annual Review – Kepro will provide an annual, face-to-face, on-site review of 100% of members who live in ISS/GH.
 - ii. HCBS Face-to-Face Residential Interview - Kepro will interview 100% of members who live in an ISS/GH setting using items developed by BMS and on the HCBS Integrated Settings Statewide Transition Plan.
 - iii. Service Plan Review - Kepro will review the Service Plans for 100% of members who live in ISS/GH as part of the annual residential review.

- iv. Health & Welfare Review - Kepro will provide a Health and Welfare review of the files of 100% of members who live in ISS/GH. In addition to items in the current Health/Welfare section of the IDDW review tool, the assessment will be expanded for this sample to include the following: Medication Administration Record (MAR); documentation of health/welfare education, both general and member specific, provided to direct staff; and documentation to support RN oversight of staff who administer medications.
- v. Incident Management - Kepro will provide an Incident Management review of 100% of member files for those who live in ISS/GH. Kepro will monitor incidents, that are entered daily, to identify trends and problems per agency, age-group, and area of the state. Kepro will utilize the State's incident management system.
- vi. Technical Assistance - Kepro will provide targeted training and education following reviews. Kepro will expand training to include direct care staff once issues have been identified. Training topics tailored to specific deficits identified, specific staff and other trends
- vii. Additional Monitoring - Kepro will develop criteria for deficits and increased frequency of monitoring sites. In addition to scheduled reviews, Kepro will work with BMS to establish criteria for and conduct "unannounced visits" to monitor compliance and implementation of plans of correction. Kepro will access and review the DHHR's Mortality Review Committee findings to compare with incidents, reported and not reported; follow-up to obtain finalized investigations of outstanding data; analyze trends and data; and develop and implement interventions accordingly. Kepro will provide a quarterly trend analysis report for reported and unreported health and welfare incidents in ISS/GH. Develop risk analysis report based on surveys and incident reports.
- viii. Staff training - Provide general training sessions four times a year to provide updated information on topics such as reporting, documentation, care plans and areas identified as risks from analysis of survey data.

3. Cost Proposal Per Section C – Total Optional Hourly Services: The following calculations represent the total hours and cost for the expansion of the Scope of Work due to legal rulings.

Year 1	Total Hours	Hourly Rate	Total Cost
October 1, 2021 – April 30, 2022	2,324.22	243.45	\$565,831.36

The following agree to the Statement of Work as submitted by Kepro to the West Virginia Department of Health and Human Resources Bureau for Medicaid Services.

Digitally signed by: Cynthia Beane, MSW, LCSW
 DN: CN = Cynthia Beane, MSW, LCSW email = cynthia.beane@wv.gov C = US O = Medical Services OU = WV
 DHHR
 Date: 2021.09.24 13:24:30 -0500

Cynthia Beane
 Deputy Commissioner BMS

Date

Cynthia Beane, MSW, LCSW

Meghan Harris
 EVP & Chief Operations Officer
 Kepro

Date

9/24/2021

2 Agree

Robert Price

West Virginia Secretary of State — Online Data Services

Business and Licensing

Online Data Services Help

Business Organization Detail

NOTICE: The West Virginia Secretary of State's Office makes every reasonable effort to ensure the accuracy of information. However, we make no representation or warranty as to the correctness or completeness of the information. If information is missing from this page, it is not in the The West Virginia Secretary of State's database.

APS HEALTHCARE BETHESDA, INC.

Organization Information

Org Type	Effective Date	Established Date	Filing Date	Charter	Class	Sec Type	Termination Date	Termination Reason
C Corporation	9/15/1999		9/15/1999	Foreign	Profit			

Organization Information

Business Purpose	5416 - Professional, Scientific and Technical Services - Professional, Scientific and Technical Services - Management, Scientific and Tech Consulting Services (administrative, general, HR, marketing, process, physical distribution, logistics, environmental)			Capital Stock	0.0000
Charter County				Control Number	14887
Charter State	IA				Excess Acres 0
At Will Term				Member Managed	
At Will Term Years				Par Value	0.000000
Authorized Shares	0				Young Entrepreneur Not Specified

Addresses

Type	Address
Local Office Address	209 WEST WASHINGTON STREET CHARLESTON, WV, 25302
Mailing Address	777 EAST PARK DRIVE HARRISBURG, PA, 17111 USA
Notice of Process Address	CORPORATION SERVICE COMPANY 209 WEST WASHINGTON STREET CHARLESTON, WV, 25302
Principal Office Address	777 EAST PARK DRIVE HARRISBURG, PA, 17111 USA
USPS Revised Address	44 S BROADWAY #1200 WHITE PLAINS, NY, 10601-4425 USA
Type	Address

Officers

Type	Name/Address
Director	MEGHAN HARRIS 777 EAST PARK DRIVE HARRISBURG, PA, 17111
Director	SUSAN WEAVER 777 EAST PARK DRIVE HARRISBURG, PA, 17111
President	SUSAN WEAVER 777 EAST PARK DRIVE HARRISBURG, PA, 17111
Secretary	MELISSA LEIGH 777 EAST PARK DRIVE HARRISBURG, PA, 17111
Treasurer	VIKRAM BAJAJ 777 EAST PARK DRIVE HARRISBURG, PA, 17111
Type	Name/Address

Name Changes

Date	Old Name
6/24/2003	AMERICAN PSYCH SYSTEMS, INC.

Date	Old Name
------	----------

Date	Amendment
6/24/2003	NAME CHANGE: FROM AMERICAN PSYCH SYSTEMS, INC.
Date	Amendment

Annual Reports
Filed For
2021
2020
2019
2018
2017x
2017
2016
2015
2014
2013
2012
2011
2010
2009
2007
2003
Date filed

For more information, please contact the Secretary of State's Office at 304-558-8000.

Monday, October 4, 2021 — 11:55 AM

© 2021 State of West Virginia