



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: 09-03-2025

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 3748 BBH2600000001 1	Change Order No:	Procurement Folder:	1768314
Document Name:	Kepro TEDS/URS		Reason for Modification:	
Document Description:	Kepro TEDS/URS			
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 BMS2300000007 1	
Free on Board:	FOB Dest, Freight Prepaid			

VENDOR	DEPARTMENT CONTACT																				
Vendor Customer Code: 000000125086 KEYSTONE PEER REVIEW ORGANIZATION LLC 424 CHURCH STREET NASHVILLE TN 37219 US Vendor Contact Phone: 717-265-7038 Extension: 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: Jennifer L Fletcher Requestor Phone: 304-352-5598 Requestor Email: jennifer.l.fletcher@wv.gov 2026 FILE LOCATION _____
	Discount Allowed	Discount Percentage	Discount Days																		
#1	No	0.0000	0																		
#2	No																				
#3	No																				
#4	No																				

INVOICE TO	SHIP TO
PURCHASING AGENT - 304-356-4802 HEALTH AND HUMAN RESOURCES BBH/HF 350 CAPITOL ST, RM 350 CHARLESTON WV 25301-3702 US	PURCHASING AGENT - 304-356-4802 HEALTH AND HUMAN RESOURCES BBH/HF 350 CAPITOL ST, RM 350 CHARLESTON WV 25301-3702 US

Total Order Amount:	\$143,443.10
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Purchasing Division's File Copy

CH 9/14/25
PURCHASING DIVISION AUTHORIZATION
DATE: *Tanya* 9/10/25
ELECTRONIC SIGNATURE ON FILE

ENCUMBRANCE CERTIFICATION
DATE: *Edy*
ELECTRONIC SIGNATURE ON FILE 9-10-25

Extended Description:
Kepro TEDS/URS CDO for BBH using CMA BMS23*07

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
1	80000000	540.54000	EA	\$265.3700	\$143,443.10
Service From	Service To	Manufacturer		Model No	Delivery Date
		KEPRO			

Commodity Line Description: All Bureau-Additional Services-Base Year 3

Extended Description:
Utilization Management and Prior Authorization Services



Enhanced Treatment Episode Data Set (TEDS) and Uniform Reporting System (URS) Data Collection, Validation, Analysis, and Reports - Option

Scope of Work

Assumptions

Keystone Peer Review Organization, LLC dba Acentra Health, understands that the West Virginia Bureau for Behavioral Health (BBH) requires additional, enhanced mapping, collection, validation, and analysis of data on individuals served by the state's comprehensive behavioral health providers to complete TEDS, URS, and other data reports required by the federal Substance Abuse and Mental Health Services Administration (SAMHSA).

Therefore, in addition to its current collection and transfer of the Header (HDR or Atrezzo/CareConnection), Consumer Service Data Report (CSDR), BBH Data Segment (BDS), and Military Status Data (MIL) files, Acentra Health will enhance its data collection, validation, and analysis of behavioral health enrollment data by conducting the following functions:

- 1. Basic Data Mapping.** Acentra Health will compare the data fields of the HDR, CSDR, BDS, and MIL files with the required TEDS and URS elements and make recommendations to BBH for improved data collection. This includes the following:
 - **Research, understand, and interpret federal guidance documents for required data collection and reporting**
 - Identify which data fields in existing files (i.e., HDR, CSDR, BDS, Military) map to TEDS data fields
 - Identify if there are any data fields in current files which may not be a TEDS field but are needed to fulfill TEDS submission or for CMS requirements
 - Identify which data fields in existing files will be used to pull URS data

- Identify overlapping fields between URS and TEDS
 - Identify discrepancies between URS and TEDS response options
- **Annually provide BBH a crosswalk of current report elements, SAMHSA TEDS and URS data requirements, and CMS requirements with recommended changes**
 - Make any recommendations for data collection or mapping changes to ensure proper TEDS and URS reporting, such as expanding options and mapping multiple codes to one field for one source, adding a field, or adding additional options to an existing field
 - Recommend amending existing data collection, processes, and policies to conform with updated federal guidance or requirements
- **Validation Mapping and Recommendations.**
- **Enhance data quality procedures** to ensure
 - data accuracy and quality
 - compliance with reporting requirements
 - early detection of concerns with establishment of data processes
- **Identify relationships between data fields needed for URS validation/aggregate reporting**, including translating validation guidance to a client level
- **Enhance communication protocols and processes with BBH** to
 - increase data quality and accuracy
 - identify and address gaps in current data and/or reporting ability
 - convey concerns with current processes that affect data reporting
- **Database Build.**
 - Identify look-up tables that are needed, including
 - avoiding hard coding if possible
 - identifying sources for needed look-up tables
 - Identify missing fields
 - Identify fields that need modification
 - Identify relationships between data fields (e.g., parent-child setup)

- Build records/reports to be submitted to and accepted by Hendall tracking
- Incorporate any items needed from research, validation, and recommendations
- **Merge Build.**
 - Track data across files by client, diagnosis, and treatment episode
 - Identify unique persons across providers
 - Count unique people as well as unique clients per provider
 - Determine in collaboration with BBH what will need to be merged manually and by which entity (e.g., if BBH were responsible, it will require an interface with additional information that would need to be agreed upon by Acentra and BBH)

2. Query Development.

- TEDS admission
- TEDS discharge
- TEDS update
- URS reporting
- Comorbid reporting TEDS admission validation
 - SA
 - MH
 - Comorbidity
- TEDS discharge validation
 - SA
 - MH
 - Comorbidity
- TEDS update validation
 - SA
 - MH
 - Comorbidity
- URS validation
- Ad hoc reports will be billed at existing contract rate

6. Communication with BBH and Behavioral Health Providers.

- Work with BBH to assist in managing the requirement for behavioral health providers to submit TEDS discharge files monthly, which will include provider education, a directive from BBH, and an agreed upon definition of “discharge” (e.g., discharge from the agency versus discharge from the service)
- Develop and Share TEDS quality report and feedback report responses with BBH and providers) quarterly
- Share TEDS and URS validation reports with providers in a format and frequency to be developed between BBH and Acentra Health
- Share TEDS and URS data with BBH for data decision-making in a format and frequency to be developed between BBH and Acentra Health
- Develop and provide training, technical assistance, and/or guidance to behavioral health providers on updated policies, required data submission, and any data validation or quality concerns

7. Federal Reporting.

- Assist BBH with completion of TEDS and URS report validation and submission to SAMHSA
- Assist BBH with URS quality responses, including responses to feedback from SAMHSA and its contractors (e.g., Hendall), until SAMHSA accepts URS tables

Current Contract ties to this SOW:

Appendix 3 (a)	BBH Comprehensive Service Data Collection
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COST PROPOSAL

The following calculations represent the total for the Enhanced Treatment Episode Data Set (TEDS) and Uniform Reporting System (URS) Data Collection, Validation, Analysis, and Reports - Option

Total Hours per Year	Hourly Rate	Total Annual Cost
540.54	\$265.37	\$143,443.10

Year 3	Monthly
7/1/2025 – 7/31/2025	\$14,344.31
8/1/2025 – 8/31/2025	\$14,344.31
9/1/2025 – 9/30/2025	\$14,344.31
10/1/2025 – 10/31/2025	\$14,344.31
11/1/2025 – 11/30/2025	\$14,344.31
12/1/2025 – 12/31/2025	\$14,344.31
1/1/2026 – 1/31/2026	\$14,344.31
2/1/2026 – 2/28/2026	\$14,344.31
3/1/2026 – 3/31/2026	\$14,344.31
4/1/2026 – 4/30/2026	\$14,344.31

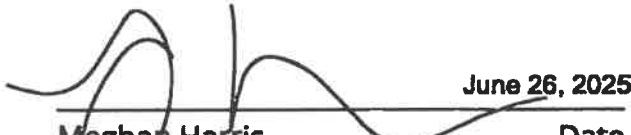
The following agrees to the provisions of this cost proposal as submitted by KEPRO to the West Virginia Department of Health and Human Resources.



Damon E. Iarossi
Deputy Commissioner
BBH

9-3-25

Date



June 26, 2025

Meghan Harris
President and Chief Operations Officer
Kepro

Date

000000725085	674A	KEPRO	674	800000000	All Bureau-Ad Hoc Reporting-Base Year 2	All Bureau-Ad Hoc Reporting-Base Year 2	EA	1382.31	1
000000725086	675A	KEPRO	675	800000000	All Bureau-Additional Services-Base Year 3	All Bureau-Additional Services-Base Year 3	EA	265.37	1
000000725086	676A	KEPRO	676	800000000	All Bureau-Ad Hoc Reporting-Base Year 3	All Bureau-Ad Hoc Reporting-Base Year 3	EA	1733.76	1
000000725086	677A	KEPRO	677	800000000	All Bureau-Additional Services-Base Year 4	All Bureau-Additional Services-Base Year 4	EA	1466.49	1
000000725086	678A	KEPRO	678	800000000	All Bureau-Ad Hoc Reporting-Base Year 4	All Bureau-Ad Hoc Reporting-Base Year 4	EA	281.53	1
000000725086	679A	KEPRO	679	800000000	All Bureau-Additional Services-Base Year 5	All Bureau-Additional Services-Base Year 5	EA	1910.48	1
000000725086	680A	KEPRO	680	800000000	All Bureau-Ad Hoc Reporting-Base Year 5	All Bureau-Ad Hoc Reporting-Base Year 5	EA	1965.78	1
000000725086	681A	KEPRO	681	800000000	All Bureau-Additional Services-Base Year 6	All Bureau-Additional Services-Base Year 6	EA	1965.78	1
000000725086	682A	KEPRO	682	800000000	All Bureau-Ad Hoc Reporting-Base Year 6	All Bureau-Ad Hoc Reporting-Base Year 6	EA	1602.46	1
000000725086	683A	KEPRO	683	800000000	All Bureau-Additional Services-Base Year 7	All Bureau-Additional Services-Base Year 7	EA	1602.46	1
000000725086	684A	KEPRO	684	800000000	All Bureau-Ad Hoc Reporting-Base Year 7	All Bureau-Ad Hoc Reporting-Base Year 7	EA	1602.46	1
000000725086	685A	KEPRO	685	800000000	All Bureau-Additional Services-Base Year 8	All Bureau-Additional Services-Base Year 8	EA	1602.46	1
000000725086	686A	KEPRO	686	800000000	All Bureau-Ad Hoc Reporting-Base Year 8	All Bureau-Ad Hoc Reporting-Base Year 8	EA	1602.46	1

Subject: Governor's Office Approval of contracts over \$100,000



Rosen, Bryan D <bryan.d.rosen@wv.gov>
to Wagner, Roberta A, Price, Robert L

Thu, Jan 23,

I spoke with Curtis early today. He relayed the following information for how we will process these through his office.

1. He would like a synopsis of the purchase. I would suggest in most cases we can pull the extended description populate that in the email to him.
2. Please note if there is a specific timeframe in the request.
3. Contracts will be reviewed at the Master Agreement level meaning that he will not be approving DOs.
4. Renewals for contracts over \$100,000 must be approved.

This process is going to be fluid and will likely morph as we move forward but this is the best information that I have today.

Bryan

Status

- ☒ Active
- ☐ Inactive

Reset 

- All Domains
- Contracting
- Federal Assistance
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- Wage De

No matches found

Your search did not return any results.

To view Entity Registrations, Subcontract Reports, Subaward Reports you must sign in.

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Business Organization Detail

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KEYSTONE PEER REVIEW ORGANIZATION, LLC

** see Attached **

Organization Information									
Org Type	Effective Date	Established Date	Filing Date	Charter	Class	Sec Type	Termination Date	Termination Reason	
LLC Limited Liability Company	1/17/2023		1/17/2023	Foreign	Profit				

Organization Information			
Business Purpose	5416 - Professional, Scientific and Techincal Servies - Professional, Scientific and Techincal Servies - Management, Scientific and Tech Consulting Services (administrative, general, HR, marketing, process, physical distribution, logistics, environmental)		Capital Stock
Charter County	Kanawha	Control Number	9B3T8
Charter State	PA	Excess Acres	
At Will Term	A	Member Managed	MBR
At Will Term Years	Par Value		

**Authorized
Shares**

**Young
Entrepreneur**

Not Specified

Addresses

Type	Address
Designated Office Address	1007 BULLITT ST. SUITE 200 CHARLESTON, WV, 25301 USA
Mailing Address	1600 TYSONS BLVD SUITE 1000 MCLEAN, VA, 22102 USA
Notice of Process Address	CORPORATION SERVICE COMPANY 808 GREENBRIER STREET CHARLESTON, WV, 25311
Principal Office Address	1600 TYSONS BLVD SUITE 1000 MCLEAN, VA, 22102 USA
Type	Address

Officers

Type	Name/Address
Member	KEYSTONE PEER REVIEW ORGANIZATION HOLDINGS, LLC 1600 TYSONS BLVD SUITE 1000 MCLEAN, VA, 22102
Type	Name/Address

DBA

DBA Name	Description	Effective Date	Termination Date
ACENTRA HEALTH	TRADENAME	8/8/2023	
DBA Name	Description	Effective Date	Termination Date

Annual Reports

Filed For

2025
2024
Date filed

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

Thursday, August 28, 2025 — 9:49 AM

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Address

Address Type	Street 1	City	State/Province	Zip/Postal Code	Principal Contact
✓ Ordering	424 CHURCH STREET	NASHVILLE	TN	37219	
Payment	1600 TYSONS BLVD STE 1000	MCLEAN	VA	22102	Mark Erb
Ordering	1600 TYSONS BLVD STE 1000	MCLEAN	VA	22102	Beth Lutz

First Prev Next Last

Save [Undo](#) [Delete](#) [Insert](#) [Copy](#) [Paste](#)

Vendor/Customer : 000000125086

KEYSTONE PEER REVIEW ORGANIZATION LLC

Address Type : Ordering

Division/Department :

Additional Address Info. :

Prevent New Spending :

Default Currency : USD - US Dollar

Active From : 06/08/2023

Active To :

Default Record :

Mall Returned :

Active Address : Yes

▼ Address Information

Address ID : AD000001

Country Phone Code : 1

Street 1 : 424 CHURCH STREET

Phone : 216-392-2833

Street 2 : SUITE 2200

Phone Extension :

City : NASHVILLE

County :

State/Province : TN

County Name :

Zip/Postal Code : 37219

Country : US

DUNS :

Extended DUNS :

Unique Entity Identifier :

CAGE Code :

► Prenote/EFT

► Remittance Advice

► Contact Information

► Contact Address Information

► Geographic Designation

► Change Management

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