



## ADDENDUM 2

February 10, 2020

ITN PS 01-20

### EMS BILLING SERVICES

This addendum is to answer questions provided by the vendors and provide attachments from Addendum 2:

1. Do attachments such as report samples or descriptions of the ePCR software options county towards the 30 page limit? **Yes**
2. Would the County consider using a lock box for the receipt of payments? **Yes**
3. If a lock box is to be used – who would be responsible for the cost of the lock box?  
**County**
4. Will the vendor be responsible for sending HIPAA notices to all transported patients?  
**Yes**
5. Will the vendor be responsible for the monthly Verizon costs for each Panasonic unit provided? **We prefer County pay as a percentage of the collections.**

**The opening date for this ITN remains February 19, 2020 at 3:00 PM CST.**

**Okaloosa County EMS- E M S Billing  
Collection Report - By Financial Class**

Period: 09/01/2018 to 9/30/2018

REPORT #1

<b>Insurance Classification</b>	<b>YTD Trai</b>		
<b>Transports</b>	<b>Current Month</b>	<b>Fiscal Year-To-Date</b>	
Auto Insurance	22	\$14,907.00	\$274,895.14
Contract	243	\$267,887.24	\$1,165,637.98
Medicaid	229	\$32,427.43	\$652,005.75
Medicare	720	\$234,996.04	\$3,602,556.34
Private Insurance	582	\$199,243.56	\$2,304,098.76
Self Pay	535	\$73,808.58	\$716,008.17
Work Comp	11	\$5,153.67	\$114,486.66
Collection Accounts		\$0.00	(\$723.32)

<b>SUB-TOTAL</b>	2064	\$828,423.52	\$8,828,965.48
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<b>Insurance Classification</b>		
<b>Non Transports</b>	<b>Current Month</b>	<b>Fiscal Year-To-Date</b>
Auto Insurance	\$0.00	\$200.00
Contract	\$3,230.00	\$56,354.80
Medicaid	\$0.00	\$43.95
Medicare	(\$129.88)	(\$7.87)
Private Insurance	\$123.03	\$2,208.90
Self Pay	\$795.00	\$14,451.21
Work Comp	\$250.00	\$250.00
Collection Accounts	\$0.00	\$150.00

<b>SUB-TOTAL</b>	\$4,268.15	\$73,500.99
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Unidentified Payments	\$0.00	\$0.00
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Refunds	(\$15,835.87)	(\$157,347.92)
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<b>NET TOTAL</b>	<b>\$816,855.80</b>	<b>\$8,745,118.55</b>
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**Okaloosa County EMS - E M S Billing  
Billing Activity Summary Report**

For the month ended:

9/30/2018

REPORT #2

Financial Class	Count	AMOUNT		
		Current	Fiscal YTD	
Auto Insurance	20	\$22,120.00	\$649,070.00	2%
Contract	106	\$179,895.00	\$2,730,745.00	7%
Medicaid	279	\$367,005.00	\$5,277,615.00	13%
Medicare	1391	\$2,331,115.00	\$21,567,865.00	54%
Private Insurance	229	\$402,785.00	\$5,420,795.00	14%
Uninsured		\$0.00	\$0.00	
Unknown	462	\$505,185.00	\$4,101,900.00	10%
Workers Comp	7	\$10,765.00	\$99,395.00	0%

**BILLABLE TRANSPORTS**

<b>Emergency</b>	ALS1	1352	\$1,314,820.00	\$15,129,520.00	83%
	ALS2	45	\$45,100.00	\$591,760.00	3%
	BLS	142	\$150,430.00	\$2,449,105.00	13%
	SCT	1	\$3,480.00	\$21,725.00	0%

<b>Non-Emergency</b>	ALS1	243	\$688,625.00	\$6,304,505.00	30%
	BLS	686	\$1,595,870.00	\$14,844,735.00	70%

<b>SUBTOTAL</b>	<b>2487</b>	<b>\$3,816,720.00</b>	<b>#####</b>	<b>###</b>
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**BILLABLE NON-TRANSPORTS**

<b>Non-Transport</b>	TNT	7	\$2,150.00	\$34,850.00	100%
			<b>\$2,150.00</b>	<b>\$34,850.00</b>	<b>###</b>

<b>SUBTOTAL</b>	<b>7</b>	<b>\$2,150.00</b>	<b>\$34,850.00</b>	<b>###</b>
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**NON-BILLABLE ACCOUNTS**

Voided	995	(\$1,756,515.00)	(\$15,470,290.00)	
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<b>TOTAL NON-BILLABLE</b>	<b>995</b>	<b>#####</b>	<b>(\$15,470,290.00)</b>	
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<b>TOTAL ACCOUNTS CREATED</b>	<b>2496</b>	<b>\$2,062,355.00</b>	<b>\$24,377,095.00</b>	
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**Okaloosa County EMS - E M S Billing  
Management Summary Report**

Report as of:

9/30/2018

REPORT #3

		<b>AMOUNT</b>
<b>ACCOUNT BALANCE PRIOR TO 9/1/18</b>		\$14,402,967.75
<b>BILLING ACTIVITIES</b>	2496	\$2,062,355.00
Accounts billed in September-2018		
<b>COLLECTION (PAYMENTS)</b>		
Payments in September-2018	2144	\$832,691.67
Unidentified Payments		\$0.00
Refunds		(\$15,835.87)
<b>ACCOUNTS RETURNED FOR CANCELLATION</b>		
Account Closed	22	\$9,041.80
Account Closed-Deceased	2	\$1,600.00
Account Closed - Forward to Collections	533	\$403,280.13
Unfreeze / Unclose	3	(\$2,862.49)
Adjustment/Assignment - Interest Payment	3	\$1.86
Adjustment/Assignment - Medicaid Not Medically Nec	12	\$12,245.00
Adjustment/Assignment - Other	14	(\$3,462.00)
Adjustment/Assignment - Other Reduction	17	\$3,602.36
Adjustment/Assignment - Primary Insurance	918	\$526,676.53
Adjustment/Assignment - Secondary Insurance	50	\$13,136.66
Adjustment/Assignment - Settlement	11	\$1,125.62
Adjustment/Assignment - Tertiary Insurance	1	(\$10.61)
Adjustment/Assignment - Timely Filing	5	\$4,390.00
Charity Discount - Adjustment	2	\$206.99
<b>ACCOUNT BALANCE AS OF 09/30/2018</b>		<b>\$14,679,495.10</b>

**Okaloosa County EMS - E M S Billing**  
**Accounts Receivable Aged Trial Balance**

Report as of: 9/30/2018

REPORT #4

<b>AGE</b>	<b>A / R Balance</b>	<b>Count</b>	<b>Percent of A/R</b>
CURRENT	\$1,921,468.48	1930	12.99%
30 DAYS	\$1,326,145.47	1514	8.97%
60 DAYS	\$1,011,279.36	1186	6.84%
90 DAYS	\$786,856.31	966	5.32%
120 DAYS	\$649,298.43	869	4.39%
150 DAYS	\$589,092.56	815	3.98%
180 Days	\$570,219.78	756	3.86%
210 Days	\$7,935,560.48	15154	53.66%
<b>TOTAL</b>	<b>\$14,789,920.87</b>	<b>23190</b>	

Ending A/R shown on Report #3 is net of unidentified payments to date in the amount of:

\$110,425.77

**Okaloosa County EMS- E M S Billing  
Collection Report - By Financial Class**

Period: 09/01/2019 to 9/30/2019

REPORT #1

**Insurance Classification**

**Transports**

	<b>Current Month</b>	<b>Fiscal Year-To-Date</b>
Auto Insurance	\$22,366.34	\$247,514.98
Contract	\$115,363.91	\$1,396,364.83
Medicaid	\$44,644.40	\$679,017.20
Medicare	\$288,415.76	\$3,936,831.43
Private Insurance	\$251,882.39	\$2,554,142.42
Self Pay	\$70,743.54	\$848,781.04
Work Comp	\$9,353.26	\$110,858.56
Collection Accounts	\$0.00	(\$3,939.58)

<b>SUB-TOTAL</b>	<b>\$802,769.60</b>	<b>\$9,769,570.88</b>
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**Insurance Classification**

**Non Transports**

	<b>Current Month</b>	<b>Fiscal Year-To-Date</b>
Auto Insurance	\$0.00	\$0.00
Contract	\$1,140.00	\$29,817.15
Medicaid	\$0.00	\$91.13
Medicare	\$0.00	\$720.33
Private Insurance	\$0.00	\$635.46
Self Pay	\$2,429.00	\$16,219.89
Work Comp	\$0.00	\$240.00
Collection Accounts	\$0.00	\$150.00

<b>SUB-TOTAL</b>	<b>\$3,569.00</b>	<b>\$47,723.96</b>
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Unidentified Payments	\$0.00	\$0.00
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Refunds	(\$13,312.64)	(\$211,771.46)
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<b>NET TOTAL</b>	<b>\$793,025.96</b>	<b>\$9,605,523.38</b>
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**Okaloosa County EMS - E M S Billing  
Billing Activity Summary Report**

For the month ended:

9/30/2019

REPORT #2

		<b>AMOUNT</b>		
<b>Financial Class</b>		<b>Current</b>	<b>Fiscal YTD</b>	
Auto Insurance		\$41,250.00	\$1,002,160.00	3%
Contract		\$169,295.00	\$3,156,885.00	9%
Medicaid		\$347,965.00	\$4,662,235.00	13%
Medicare		\$1,264,815.00	\$17,632,955.00	48%
Private Insurance		\$267,795.00	\$5,386,520.00	15%
Uninsured		\$0.00	\$0.00	
Unknown		\$557,625.00	\$4,623,300.50	13%
Workers Comp		\$10,960.00	\$207,980.00	1%
<b>TOTAL BILLABLE</b>		<b>\$2,659,705.00</b>	<b>\$36,672,035.50</b>	<b>100%</b>
<b>BILLABLE TRANSPORTS</b>				
<b>Emergency</b>	ALS1	\$929,775.00	\$11,269,960.00	53%
	ALS2	\$41,440.00	\$499,660.00	2%
	BLS	\$742,375.00	\$9,186,325.00	43%
	SCT	\$12,470.00	\$299,845.00	1%
		<b>\$1,726,060.00</b>	<b>\$21,255,790.00</b>	<b>100%</b>
<b>NA</b>	NA	\$8,675.00	\$249,835.00	100%
		<b>\$8,675.00</b>	<b>\$249,835.00</b>	<b>100%</b>
<b>Non-Emergency</b>	ALS1	\$201,560.00	\$3,962,050.50	26%
	BLS	\$717,200.00	\$10,998,085.00	74%
		<b>\$918,760.00</b>	<b>\$14,960,135.50</b>	<b>100%</b>
	None	\$1,660.00	\$174,625.00	100%
		<b>\$1,660.00</b>	<b>\$174,625.00</b>	<b>100%</b>
	<b>SUBTOTAL</b>	<b>\$2,655,155.00</b>	<b>\$36,640,385.50</b>	<b>100%</b>
<b>BILLABLE NON-TRANSPORTS</b>				
<b>Non-Transport</b>	TNT	\$4,550.00	\$31,650.00	100%
		<b>\$4,550.00</b>	<b>\$31,650.00</b>	<b>100%</b>
	<b>SUBTOTAL</b>	<b>\$4,550.00</b>	<b>\$31,650.00</b>	<b>100%</b>
<b>NON-BILLABLE</b>				
Voided		(\$718,135.00)	(\$11,635,570.00)	
<b>TOTAL NON-BILLABLE</b>		<b>(\$718,135.00)</b>	<b>(\$11,635,570.00)</b>	
<b>TOTAL ACCOUNTS CREATED</b>		<b>\$1,941,570.00</b>	<b>\$25,036,465.50</b>	

**Okaloosa County EMS - E M S Billing  
Management Summary Report**

Report as of:

9/30/2019

REPORT #3

	<b>AMOUNT</b>
<b>ACCOUNT BALANCE PRIOR TO 9/1/19</b>	\$14,327,767.82
<b>BILLING ACTIVITIES</b>	\$1,941,570.00
Accounts billed in September-2019	
<b>COLLECTION (PAYMENTS)</b>	
Payments in September-2019	\$806,338.60
Unidentified Payments	
Refunds	(\$13,312.64)
<b>ACCOUNTS RETURNED FOR CANCELLATION</b>	
Account Closed	\$8,296.09
Account Closed-Deceased	\$800.00
Account Closed - Forward to Collections	\$5,119.73
Unfreeze / Unclose	(\$15,621.10)
Adjustment/Assignment- Collections	\$0.00
Adjustment/Assignment - Medicaid Not Medically Nec	\$1,675.00
Adjustment/Assignment - Other	\$16,291.60
Adjustment/Assignment - Other Reduction	(\$2,763.84)
Adjustment/Assignment - Primary Insurance	\$783,751.37
Adjustment/Assignment - Secondary Insurance	\$29,991.51
Adjustment/Assignment - Settlement	\$610.21
Adjustment/Assignment - Tertiary Insurance	(\$0.05)
Adjustment/Assignment - Timely Filing	\$1,140.00
<b>ACCOUNT BALANCE AS OF 09/30/2019</b>	<b>\$14,647,021.34</b>



**Okaloosa County EMS - E M S Billing**  
**Accounts Receivable Aged Trial Balance**

Report as of: 9/30/2019

REPORT #4

<b>AGE</b>	<b>A / R Balance</b>	<b>Percent of A/R</b>
CURRENT	\$1,736,516.42	11.77%
30 DAYS	\$1,039,217.09	7.04%
60 DAYS	\$785,871.25	5.33%
90 DAYS	\$684,051.12	4.64%
120 DAYS	\$616,916.03	4.18%
150 DAYS	\$621,147.02	4.21%
180 Days	\$473,524.09	3.21%
210 Days	\$8,800,204.09	59.63%
<b>TOTAL</b>	<b>\$14,757,447.11</b>	

Ending A/R shown on Report #3 is net of unidentified payments to date in the amount of

\$110,425.77

FY-2018	Oct-17	Nov-17	Dec-17	1-Jan	Feb-18	Mar-18	Apr-18	May-18	Jun-18	Jul-18	Aug-18	Sep-18
ALS 1-E	1240	1130	1276	1296	1124	1272	1256	1303	1257	1348	1236	1222
%	64.2	62.9	63	63.8	63.3	64.2	65.2	66.4	65.2	67	62.5	62.3
ALS1-NE	123	118	120	102	106	132	110	103	173	126	156	138
%	6.4	6.6	5.9	5	6	6.7	5.7	5.2	9	6.3	7.9	7
ALS 2	46	34	54	56	36	45	45	47	44	39	47	41
%	2.4	1.9	2.7	2.8	2	2.3	2.3	2.4	2.3	1.9	2.4	2.1
BLS-E	133	177	200	152	137	169	136	132	92	119	155	181
%	6.9	9.9	9.9	7.5	7.7	8.5	7.1	6.7	4.8	5.9	7.8	9.2
BLS-NE	331	295	338	368	343	330	336	345	333	347	357	347
%	17.1	16.4	16.7	18.1	19.3	16.7	17.4	17.6	17.3	17.3	18	17.7
NA	45	27	21	40	20	18	28	20	20	23	14	23
%	2.3	1.5	1	2	1.1	0.9	1.5	1	1	1.1	0.7	1.2
SCT	2	1	2	3	0	0	0	2	0	1	0	3
%	0.1	0.1	0.1	0.1	0	0	0	0.1	0	0	0	0.2
TNT	11	11	13	14	8	15	11	11	8	8	11	5
%	0.6	0.6	0.6	0.7	0.5	0.8	0.6	0.6	0.4	0.4	0.6	0.3
None	0	3	0	0	2	0	4	0	1	0	2	0
%	0	0.2	0	0	0.1	0	0.2	0	0.1	0	0.1	0
Total	1931	1796	2024	2031	1776	1981	1926	1963	1928	2011	1978	1960

FY-2019	Oct-18	Nov-18	Dec-18	19-Jan	Feb-19	Mar-19	Apr-19	May-19	Jun-19	Jul-19	Aug-19	Sep-19
ALS 1-E	1184	951	841	795	837	938	878	957	943	984	882	895
%	58.8	50	46.5	41.5	46	46	44.4	44.6	47.9	48.3	45.9	47
ALS1-NE	99	119	114	128	141	147	134	134	116	110	120	102
%	4.9	6.3	6.3	6.7	7.7	7.2	6.8	6.2	5.9	5.4	6.2	5.4
ALS 2	45	45	31	31	21	33	25	41	37	33	21	33
%	2.2	2.4	1.7	1.6	1.2	1.6	1.3	1.9	1.9	1.6	1.1	1.7
BLS-E	292	351	453	540	436	440	472	544	475	490	524	468
%	14.5	18.4	25	28.2	24	21.6	23.9	25.3	24.1	24.1	27.3	24.6
BLS-NE	359	395	348	396	362	443	430	439	371	389	348	373
%	17.8	20.8	19.2	20.7	19.9	21.7	21.7	20.5	18.9	19.1	18.1	19.6
NA	17	20	8	11	7	12	21	15	7	16	8	10
%	0.8	1.1	0.4	0.6	0.4	0.6	1.1	0.7	0.4	0.8	0.4	0.5
SCT	6	10	7	10	6	11	8	4	5	6	7	6
%	0.3	0.5	0.4	0.5	0.3	0.5	0.4	0.2	0.3	0.3	0.4	0.3
TNT	10	10	6	5	8	11	6	12	12	8	12	18
%	0.5	0.5	0.3	0.3	0.4	0.5	0.3	0.6	0.6	0.4	0.6	0.9
None	0	2	1	0	2	5	4	0	1	0	0	0
%	0	0.1	0.1	0	0.1	0.2	0.2	0	0.1	0	0	0
Total	2012	1903	1809	1916	1820	2040	1978	2146	1967	2036	1922	1905