

Attachment 1 Functional Requirements Traceability Matrix (FRTM)

Request for Proposal Number 5136 Z1

Bidders are instructed to complete a Functional Requirements Traceability Matrix for the Long Term Care Pharmacy Management Software. Bidders are required to describe in detail how their proposed solution meets the conformance specification outlined within each Technical Requirement.

The RTM is used to document and track the project requirements from the proposal through to testing to verify that the requirement has been completely fulfilled. The contractor will be responsible for maintaining the contract set of Baseline Requirements. The RTM will form one of the key artifacts required for testing and validation that each requirement has been complied with (i.e., 100% fulfilled).

The RTM must indicate how the bidder intends to comply with the requirement and the effort required to achieve that compliance. It is not sufficient for the bidder to simply state that it intends to meet the requirements of the RFP. DHHS will consider any such response to the requirements in this RFP to be non-responsive. The narrative should provide DHHS with sufficient information to differentiate the bidder's technical solution from other bidders' solutions.

The bidder must ensure that the original requirement identifier and requirement description are maintained in the RTM as provided by DHHS. Failure to maintain these elements may be grounds for disqualification.

How to complete the RTM:

FRTM Column Description	Bidder Responsibility
FRTM #	The unique identifier for the requirement as assigned by DHHS. This column is dictated by this RFP and must not be modified by the bidder.
Requirement Description	The statement of the requirement to which the bidder must respond. This column is dictated by the RFP and must not be modified by the bidder.
Compliant	<p>Bidder to indicate "Y" (Yes) or "N" (No) whether their solution is compliant with the requirement. If "N", the bidder must address the gap in Response section. The bidder must also address the following:</p> <ul style="list-style-type: none"> • Capability does not currently exist in the proposed Long Term Care Pharmacy Management Software System as indicated by an Availability of "B", "C", or "D" as defined below • Capability not available, is not planned, or requires extensive source-code design and customization to be considered part of the bidder's standard capability as indicated by Availability of "N/A" • Requires an extensive integration effort of more than 500 hours

FRTM Column Description	Bidder Responsibility
Availability	Bidder to indicate one of the following: <ul style="list-style-type: none"> • A = Capability Operating in Bidder's Solution • B = Capability Available in the Bidder's Solution Next Scheduled Release and proposed for the Solution. • C = Capability Under Development: New Release / Upgrade Version (Resources Committed) Provide Availability Date Published to Bidder's Solution • D = Capability Defined and Committed to Availability in 12 Months in the Bidder's Solution • N/A = Not Available, Not Planned, or Requires Extensive Effort to be Made Part of Baseline Capability
Availability Date	Provide date capability will be available as published / release to Bidder Baseline Capability (e.g., available to Installed Customer Base). Note: For Availability value of "A", use date of proposal submission.
Contractor or Subcontractor	Indicate whether the hardware, software or service is provided by the Contractor (C) or Subcontractor (S).
Bidder Comments	Bidder Responsibility Provide a short description for each requirement that is Compliant = "Y": <ol style="list-style-type: none"> 1. Describe briefly how compliance will be established, highlighting the following: <ol style="list-style-type: none"> a. Is compliance established through rules-based modifications to the product/system (e.g., table changes, workflow updates)? b. Is compliance established through a combination of system automation and manual processes/procedures? 2. Provide an estimate of the effort needed during integration to achieve compliance using the final criteria: <ol style="list-style-type: none"> a. Minor = less than 10 man hours. b. Moderate = less than 100 man hours. c. Extensive = more than 100, less than 500 man hours. d. Significant = more than 500 man hours. A restatement of the requirement is not considered a substantive response.

FRTM #	Requirement Description	Compliant	Availability	Availability Date	Contractor or Subcontractor
a) General					
1.	The State is seeking a Long Term Care Pharmacy Management System that will integrate with Physician Orders and Electronic Medication Administration in our Long Term Care Electronic Health Record along with integration to a medication packaging/dispensing machine.				
Bidder Comments:					
2.	The solution should be browser independent, operate efficiently and be capable of functioning on all common browsers.				
Bidder Comments:					
3.	The solution must support pharmacies with an Outpatient/Retail Pharmacy License.				
Bidder Comments:					
4.	The drug database required by the bidder must be the same for both the LTCEHR and the Long Term Care Pharmacy Management Software. Please state which drug database will be used.				
Bidder Comments:					
5.	The solution should maintain a perpetual medication inventory and have the ability to set minimums for automatic reordering of medications.				
Bidder Comments:					
6.	The Long Term Care Pharmacy Management Software must be able to separately track the inventory of medications being administered to members using the remote packaging/dispensing machine.				
Bidder Comments:					

FRTM #	Requirement Description	Compliant	Availability	Availability Date	Contractor or Subcontractor
7.	The software integration with the LTCEHR and the packaging-dispensing machine should include a narcotic accounting system and maintain a perpetual inventory for Controlled Substances and also maintain history that can be used to report a secure record of "chain of custody" of narcotics from addition of a drug to pharmacy inventory through administration to members				
Bidder Comments:					
8.	Prescription labels must show all identifying information including dosage, tablet identification, strength, member name, unit/room/bed, provider, prescription number, facility name address and phone number, lot number, date/time packaged, date/time to administer and quantity remaining on labels.				
Bidder Comments:					
9.	The solution must support use of drug formulary and allow restrictions for non-formulary items.				
Bidder Comments:					
10.	The solution must support barcode recognition including bar code on the drug bottle , barcode of the drug to be dispensed on the prescription, recognition of the drug to be administered to the patient ,barcode to identify the member receiving the medication and in so doing document each person and discipline performing each process. ie tech, pharmacist, med aide, nurse.				
Bidder Comments:					
11.	The solution tracking of refills must maintain a perpetual count of remaining authorized doses and for controlled substances the total number of units that can be dispensed, the number currently dispensed, number of total refills to dispense and the number currently dispensed in real time.				
Bidder Comments:					

FRTM #	Requirement Description	Compliant	Availability	Availability Date	Contractor or Subcontractor
12.	The solution must have alerts for drugs that need renewal, drugs with a specific stop date that need to be discontinued, and drug recalls.				
Bidder Comments:					
b) System Administration					
13.	The solution must allow DHHS DVH to have administrative rights to oversee the systems including the ability to configure multiple access rights and security levels based on user privilege, to import/export data, and to configure and generate reports. DHHS DVH shall be able to turn on and off the data elements that are available within a given security level for data searching and reporting to ensure data would not be released inadvertently.				
Bidder Comments:					
14.	The solution must allow DHHS DVH to create customized data elements with appropriate formats without additional programming by the contractor (flexibility in data capture).				
Bidder Comments:					
15.	The solution should allow updates/additions in data definitions as requirements change, for example, field names.				
Bidder Comments:					
c) Interface					
16.	The solution must have an interface to a drug database with the latest drug information on new drugs, interactions and drug effectiveness. The drug database should provide warnings for interactions, allergies and adverse reactions, dosage range at the point of medication prescribing and at pharmacy dispensing. Please state which drug database will be used.				
Bidder Comments:					

FRTM #	Requirement Description	Compliant	Availability	Availability Date	Contractor or Subcontractor
17.	The Long Term Care Pharmacy Management Software must be able to electronically import the remote packaging/dispensing machines current inventory so the two are reconciled in real time with no manual intervention.				
Bidder Comments:					
18.	Integration between the remote packaging/dispensing machine and the Long Term Care Pharmacy Management Software must be bidirectional, real-time and fully electronic in the way the data is exchanged.				
Bidder Comments:					
19.	The Long Term Care Pharmacy Management Software must be able to instantly export new orders and re-orders into the remote packaging/dispensing machine including the ability to immediately add a profile only order to the members active medication profile so the medication can be retrieved for administration from the packaging/dispensing machine.				
Bidder Comments:					
20.	The Long Term Care Pharmacy Management Software must be able to receive electronic first dose removal messages from the packaging/dispensing machine so those doses can be tracked down to the patient level and billed appropriately.				
Bidder Comments:					
21.	The Long Term Care Pharmacy Management Software must be able to receive the electronic first dose removal messages regardless of whether the patient has been setup in the pharmacy software				
Bidder Comments:					
22.	The Long Term Care Pharmacy Management Software must be able to electronically export new member admission information in real time into the remote packaging/dispensing machine.				

FRTM #	Requirement Description	Compliant	Availability	Availability Date	Contractor or Subcontractor
Bidder Comments:					
23.	The solution should fully support NCPDP Script for electronic orders - Medicare D point-of-sale, automatically create eligibility (E1) transactions and automatically update a members profile with the eligibility information returned in the E1 request. The solution must have the capability of both HL7 and current NCPDP Script interfacing/connectivity.				
Bidder Comments:					
24.	The solution should have the ability to electronically update medications and pricing information as purchased from the wholesaler. The DHHS DVH currently has a contract with McKesson.				
Bidder Comments:					
25.	The solution must support 3 rd party billing with the ability to identify and generate drug charges for payment to the VA considering specific member demographics such as percent of VA disability.				
Bidder Comments:					
26.	The solution must integrate with the eMar and physician orders in our LTCEHR.				
Bidder Comments:					
d) Reporting					
27.	The solution should produce a printed sheet of up to date, accurate patient education to members regarding the medications they are taking.				
Bidder Comments:					
28.	The solution must keep track of auditable events such as adding refills or change to refills. It must track keystrokes and generate a report of all changes to any prescription.				
Bidder Comments:					
29.	The solution must be able to produce dispensing record reports for a drug in any audit period.				

FRTM #	Requirement Description	Compliant	Availability	Availability Date	Contractor or Subcontractor
Bidder Comments:					
30.	The solution should have alerts for drug recalls.				
Bidder Comments:					
31.	The solution integration with the LTCEHR should provide alerts for medications that need renewal and/or have a specific stop date.				
Bidder Comments:					
32.	Must be able to produce a report by selecting date range showing information about the drug dispensed such as name/strength along with physician name, DEA number, dispensing pharmacist identification, date, quantity dispensed, etc. and for controlled substances the total number of units that can be dispensed, the number currently dispensed, number of total refills to dispense and the number currently dispensed in real time.				
Bidder Comments:					
33.	Must be able to produce a numerical report of all RX numbers for orders in the system.				
Bidder Comments:					
e) Standards					
34.	The solution integration with the LTCEHR should meet meaningful use definition of ePrescribing				
Bidder Comments:					
35.	The solution should meet all DEA rules and regulations for secure handling and tracking of narcotics and other drugs including the ability to electronically prescribe controlled substances.				
Bidder Comments:					

FRTM #	Requirement Description	Compliant	Availability	Availability Date	Contractor or Subcontractor
36.	Must meet requirements found in CFR 1306.22 Each refill should be documented on in a uniform manner and include patient name, dosage, date of issuance, quantity dispensed, initials of dispensing pharmacist, total refills of prescriptions, name of physician and so on.				
Bidder Comments:					
37.	The Long Term Care Pharmacy Mangement Software System integration with the packaging/dispensing machine must comply with all current and future State of Nebraska Pharmacy regulations.				
Bidder Comments:					
38.	The solution must meet or exceed all security including but not limited to the Health Insurance Portability and Accountability Act (HIPAA). The system must be HIPAA compliant in both privacy rules and accepted data formats. Must also include procedures for safeguarding the system from unauthorized modification to the application programs and the data contained in the database.				
Bidder Comments:					
f) Training/Support					
39.	The contractor must provide 24/7 help support.				
Bidder Comments:					