

115136 O3

Attachment H – DUR Board Performance Guarantees

Drug Utilization Review (DUR) Board Performance Guarantees

Performance Measure	Functional Requirement ID	Requirement	Performance Standard	Damages to be Assessed
1	DRB-1	Contractor must conduct and provide support for the DUR Board meeting in accordance with 42 US Code Section 1396r-8 and applicable bylaws, to include but not be limited to arrangement of meeting location and ADA and security compliant online platform with telephonic access, as well as the ability to record as specified, arrange for refreshments, suggested content for Board meeting agendas, management of the public comment process, analysis and reporting, reviewing prior authorization criteria, annual and new drug reviews, and the development and provision of draft meeting minutes. This will be done within a time frame defined by DHHS.	Frequency as mutually agreed upon by State and Contractor.	Not applicable
2	DRB-2	Contractor must conduct a minimum of four (4 ) DUR Board meetings annually and up to the maximum determined by DHHS in a frequency determined by DHHS.	Four (4) meetings annually.	Not applicable
3	DRB-4	Contractor must provide complete and accurate DUR Board draft meeting minutes to DHHS so within ten (10) working days after a meeting of the DUR Board. The draft minutes are expected to clearly reflect the proceedings of the meeting, meet 42 US Code Section 1396r-8 requirements, and be of such quality as to not require substantial editing before presentation to the Board for Board approval. <ul style="list-style-type: none"> <li>Record meetings</li> <li>Take minutes</li> </ul>	Same as requirement.	Not applicable
4	DRB-5	Contractor must provide the DUR Board with DUR Board-requested information	Same as requirement.	Not applicable

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		within the time frame directed by DHHS, at a minimum of within fourteen (14) days.		
5	DRB-8	Contractor must, as specified by the State, propose topics and provide information for DUR Board meetings to DHHS, at least two weeks prior to a scheduled board meeting.	Contractor must propose topics for DUR Board Meetings to the State within seven (7) business day of board meeting.	Not applicable
6	DRB-10	Contractor must provide both draft and final DUR Board material to DHHS of an acceptable quality and within the time frame determined by DHHS.	Frequency as mutually agreed upon by State and Contractor.	Not applicable
7	DRB-14	Contractor must post DUR Board meeting material and clinical material to the web portal within the timeframe determined by DHHS.	Frequency as mutually agreed upon by State and Contractor.	Not applicable
8	DRB-17	The Contractor must review and update the DUR Board policy at least annually and as determined by the State.	Same as requirement.	Not applicable
9	TCC-1	At least one hundred eighty (180) days before the end of the Contract, the Contractor must develop and implement a DHHS approved Turnover Plan. The Turnover Plan must be comprehensive detailing the proposed schedule, activities, and resource requirements associated with turnover tasks.	Same as requirement.	Not applicable