



City of Rochester Hills
AGENDA SUMMARY
FINANCIAL ITEMS

1000 Rochester Hills Dr.
Rochester Hills, MI 48309
248.656.4630
www.rochesterhills.org

Legislative File No: 2024-0253

TO: Mayor and City Council Members
FROM: Captain Tim Matz, EMS Coordinator
DATE: May 20, 2024
SUBJECT: Emergency Medical Services Billing

REQUEST:

City Council is requested to authorize a contract/blanket purchase order for emergency medical billing services to the AccuMed Group, Riverview, Michigan in the amount not-to-exceed \$203,000.00 through December 31, 2025.

REASON FOR PURCHASE:

The City of Rochester Hills Fire Department responded to approximately 7,080 medical incidents in 2023. The City utilizes a billing agency to process the claims collected for these transports. The process begins at the run level with an ePCR (Electronic Patient Care Report). This data collection is vital to accurate billing and follows the patient to the hospital. Once the data is collected and electronically transferred, the billing agency manages each claim through payment. For this service the billing agency retains a contract percentage of each collected payment.

It is the Fire Departments number one priority to provide quality patient care. They also endeavor to provide excellent customer service for each patient during and after transport. It is imperative that the City partner with a company that utilizes best practices with regard to data collection, customer service, cash handling, Compliance, and training. All receivables management must meet or exceed guidelines set forth in the Health Insurance Portability Accountability Act, which dictates appropriate practices in the patient information industry.

The City of Warren issued a Request for Proposals in 2019 and publicly advertised it through the MITN e-procurement site. A contract was awarded to The AccuMed Group. The awarded contract was offered to the City as part of the MITN Cooperative group. Participating in a cooperative purchase provides cost savings to the City due to the buying power of the cooperative. The agreement called for a 10-year term overall for the contract. At their May 20, 2019 meeting, City Council authorized the award of a 5-year contract, with the option to renew for additional years, for a total contract term not to exceed 10 years.

At this time, the City is recommending extension of the agreement, through December 31, 2025. The City has been utilizing The AccuMed Group for billing services for the past several years and has been extremely satisfied with their commitment to customer service, their claims management process and cash handling procedures. Currently, the City is paying 5% and based on the contractual agreement, this fee for the next two years will increase to 5.2%. This is less than what the City was paying, (6%) when it contracted for these services on their own.

PROCESS:

Vendor Name and Address:

The AccuMed Group
PO Box 2122
Riverview, MI 48193

Reason for Selection:

Best Value/Cooperative Agreement

Method of Purchase:

Blanket Purchase Order/Contract

BUDGET:

Funding is included in the FY 2024 Adopted Budget and the FY 2025 Projected Budget

Fund Name	Department Account No	Account No. Description	Budget Amount	Cost	Remaining Budget
Fire	339.801000	Professional Services	\$212,000	\$203,000	\$9,000

RECOMMENDATION:

It is recommended that City Council authorize a contract/blanket purchase order for emergency medical billing services to the AccuMed Group, Riverview, Michigan in the amount not-to-exceed \$203,000.00 through December 31, 2025.

APPROVALS:	SIGNATURE	DATE
Department Review		
Department Director		
Budget Content: Chief Financial Officer		
Purchasing Process: Procurement Manager		
Mayor		
City Clerk		

Contract Reviewed by City Attorney Yes N/A