

ADDENDUM #1  
TOWNSHIP OF LYNDHURST  
EMS BILLING SERVICES

DATE FOR ACCEPTANCE OF PROPOSALS IS CHANGED TO THURSDAY, AUGUST 28, 2014 AT 2:00 P.M.

The Township of Lyndhurst issues addendum #1 in response to requests for clarification and information received from potential bidders.

Questions and Answers are listed below:

- Are the numbers in Call/Billing History the amount collected or amount billed? **Primary payer billed.**
- Since 2010 until 2013 there has been a steady decline in the amount collected for each run. Since 2010 there has been a 19.5% decline. Do you know the reason why there has been a continual decline? **In coming mutual, equipment failure and bundle agreement with MONOC.**
- Pay or mix % for 2013
  - Medicare - **36%**
  - Medicaid - **8%**
  - Private insurance - **34%**
  - Self-pay - **22%**
- What rate or % are you currently being charged for EMS billing service? **15%**
- Who currently is your billing service? **Revenue Guard**
- How long has this contractor held the current contract? **Since 2009**
- How do you currently transfer PCR info to billing service? **By mail**
- How does township currently transfer billing information to billing service? **By mail**

Do you bill for anything other than medical transport? **NO**

Do you bill for refusals and non-transport? Fee schedule? **NO**

Do you bill residents of Township for balances after insurance has paid? **NO**

What is the fee for BLS transport? **Load Fee \$600**

Mileage rates for transportation? **\$12**

Why is the contract out to bid at this time? **Current contract is up.**

Has the current contract gone full term? **Yes**

Have all options to extend the current contract been exercised? **Yes**

Who is the incumbent, and how long has the incumbent been providing the requested services?  
**Revenue Guard, since 2009.**

How are fees currently being billed by any incumbent(s), by category, and at what rates?

What estimated or actual dollars were paid last year, last month, or last quarter to any incumbent(s)?

Can you please provide greater details on how proposals will be evaluated and how the selected vendor(s) will be chosen?

Please describe your level of satisfaction with your current vendor(s), if applicable. **Very good**

What were your annual total adjustments for last year or for the last 12 months?

What were your annual contractual allowance write offs for last year or for the last 12 months?

What were your annual gross collections last year or for the last 12 months? **\$326,388**

What are your per-mile ground transport charges? **\$12.00 per mile**

What are your advanced life support charges? **N/A**

What are your advanced life support emergency level 1 charges? **N/A**

What are your advanced life support emergency level 2 charges? **N/A**

What are your basic life support charges? **N/A**

What are your basic life support emergency charges? **\$600.00 load fee**

What are your specialty care transport charges? **We have no specialty transport services**

What are your treatments without transport charges? **We do not charge for RMA's**

When were the last changes to your transport rates, and are you considering raising any of the rates currently charged? **Has been the same since starting in 2009**

Are there any other charges you assess not otherwise covered by our questions? **No**

What percentage of your patients are residents versus non-residents, and do you charge the two groups differently? **All are charged the same rates, but we do not balance bill the residents from the Township of Lyndhurst.**

Do you operate any shared services agreements with any other municipal or county governments in the region and, if so, with whom? **Paramedics from Monmouth Ocean County Hospital(MONOC).**

What were your transports per year for life support for last year or for the last 12 months? **N/A**

What were your transports per year for advanced life support emergency level 1 for last year or for the last 12 months? **N/A**

What were your transports per year for advanced life support emergency level 2 for last year or for the last 12 months? **N/A**

What were your transports per year for basic life support for last year or for the last 12 months? N/A

What were your transports per year for basic life support emergency for last year or for the last 12 months? 2013 we responded to 1925 emergency calls

What were your transports per year for specialty care transport for last year or for the last 12 months? N/A

What were your transports per year for treatment without transport for last year or for the last 12 months? N/A

What is your payer mix expressed as percentages of 100% billed?

What is your payer remit mix expressed as percentages of 100% of what you typically receive?

How many total transport vehicles do you now operate? 3 Ambulances

What is your average loaded miles per trip? Between \$40.00 to \$80.00 per trip

What is your average revenue per call? \$200.00 to \$500.00 per call/transport

Do you have a lockbox provider and, if so, which provider? N/A

If you have a lockbox provider, will that provider remain in place as a result of this procurement? N/A

Do you have an EPCR provider and, if so, which provider? We use paper PCR's

Do you have a collection agency provider and, if so, which provider?

Which local hospitals or care facilities typically receive most of your patients? Hackensack Medical Center, Clara Maass, Meadowlands, St. Mary's and Universtiy Hospital Newark.