



## Regional Extension Center Direct Services Agreement

Welcome to VITL. Our goal is to help you implement an electronic health records (EHR) system and achieve meaningful use of the EHR as defined by the federal government as quickly as possible. Because VITL receives federal grant funding, we are able to offer our services free of charge to priority primary care practitioners.

Our services may be delivered in one-on-one settings, group settings, or via electronic means and may come in the form technical assistance, educational services, or coaching in the following areas:

- EHR selection
- EHR deployment and implementation
- Technology assessment
- Workflow analysis
- Practice culture assessment
- Project management
- Implementing privacy policies consistent with HIPAA
- Achieving meaningful use of the EHR

Priority primary care practitioners are defined as physicians (MDs and DOs), nurse practitioners, physician assistants, and certified nurse midwives (CNMNs) practicing in the following specialties: Adolescent Medicine, Family Practice, General Practice, Internal Medicine, Obstetrics, Gynecology, Geriatrics, and Pediatrics. Priority primary care providers can be practicing in the following settings: Private Practice with between 1 and 10 providers, Rural Health Clinics, Community Health Centers, Critical Access Hospitals, Public Hospitals, or Other Underserved Settings.

This Direct Services Agreement is between VITL and the eligible health care organization, covering the eligible professionals listed on the attached roster. The health care organization and the eligible professionals listed agree to work with VITL or its assignee in any or all of the above listed areas to achieve meaningful use by February 2013. If the health care organization does not already have an EHR, the EHR go-live date is scheduled for \_\_\_\_\_.

Health Care Organization Name: \_\_\_\_\_

Authorized Signature: \_\_\_\_\_

Name (Please Print): \_\_\_\_\_ Title: \_\_\_\_\_

Email: \_\_\_\_\_ Date: \_\_\_\_\_

*Please also complete the attached organization information form and the practitioner roster. When completed, please return all three to Vermont Information Technology Leaders, Inc., 144 Main Street, Suite 1, Montpelier, VT 05602. Fax: 802-223-4100.*

Vermont Information Technology Leaders, Inc. (VITL) is a non-profit organization based in Montpelier, Vermont that has been designated by the U.S. Department of Health and Human Services as a Regional Extension Center. As such, VITL receives funding from the federal government to help priority primary care practitioners implement electronic health records systems and achieve meaningful use, as defined by the government. Once the Direct Services Agreement, the organization information form, and the practitioner roster have been completed and returned to VITL, a VITL project manager will work with the health care organization to determine its needs and how VITL can assist the organization.

# Organization Information Sheet

Organization legal name: \_\_\_\_\_

Entity type (check one):

- Private practice 1-10 practitioners
- Private practice 11 or more practitioners
- Rural Health Clinic
- Community Health Center
- Critical Access Hospital
- Public Hospital
- Other Underserved Setting

Size of entity (check one):

- Solo practitioner
- 2-3 practitioner
- 4-5 practitioner
- 6-10 practitioner
- 11 or more practitioners

Organization NPI ID: \_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_ Website: \_\_\_\_\_

Organization Tax ID: \_\_\_\_\_ Primary Contact Person: \_\_\_\_\_

Organization mailing address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip code: \_\_\_\_\_

Is the entity a Federally Qualified Health Center?

- Yes
- No

Number of patients \_\_\_\_\_

Number of support staff \_\_\_\_\_

Number of patient encounters per year \_\_\_\_\_

Number of unique patient encounters per year \_\_\_\_\_

Percent of patients on Medicaid \_\_\_\_\_

Percent of patients on private insurance \_\_\_\_\_

Percent of patients on Medicare \_\_\_\_\_

Percent of patients uninsured \_\_\_\_\_

Percent of patients on managed care \_\_\_\_\_

Number of practice sites \_\_\_\_\_

Existing EHR Name (if any) \_\_\_\_\_ Version # \_\_\_\_\_

Date EHR Went Live \_\_\_\_\_ EHR Type:  Installed  SaaS

EHR Integrated with Practice Management System?  Yes  No

Practice Management System Name \_\_\_\_\_

Specialty EHR Name \_\_\_\_\_ Version # \_\_\_\_\_

