

Electronic Death Registration

New York State
Department of Health

Vital Records Section

Keynote Address

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Introductory Comments

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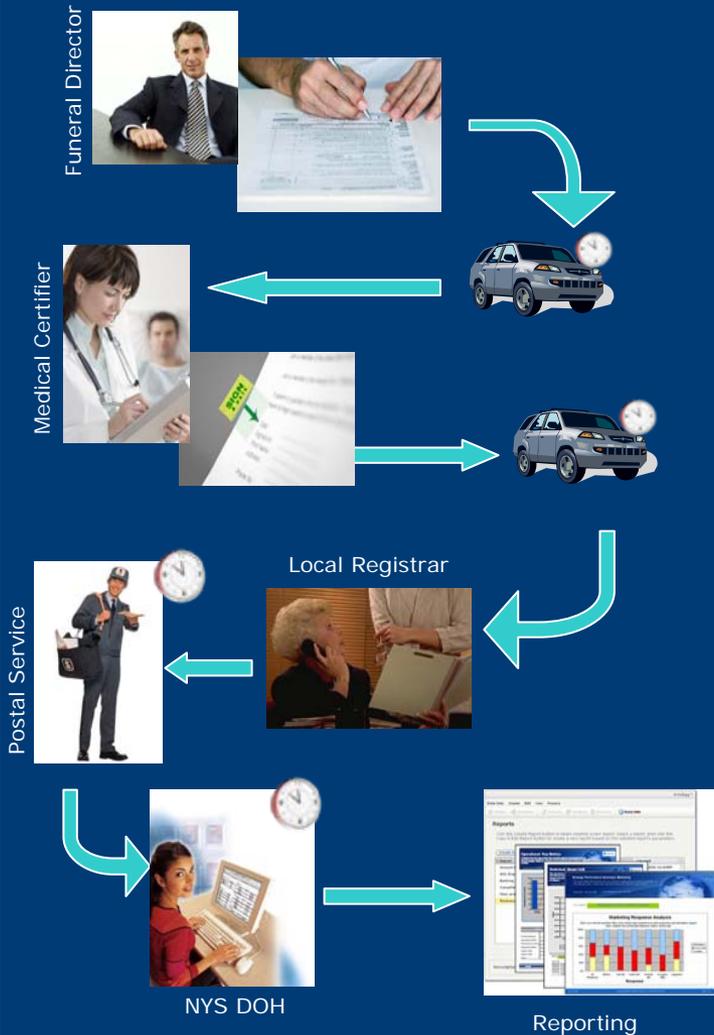
Electronic Death Registration

- Why electronic death registration
- What are the benefits
- What are New York State's plans

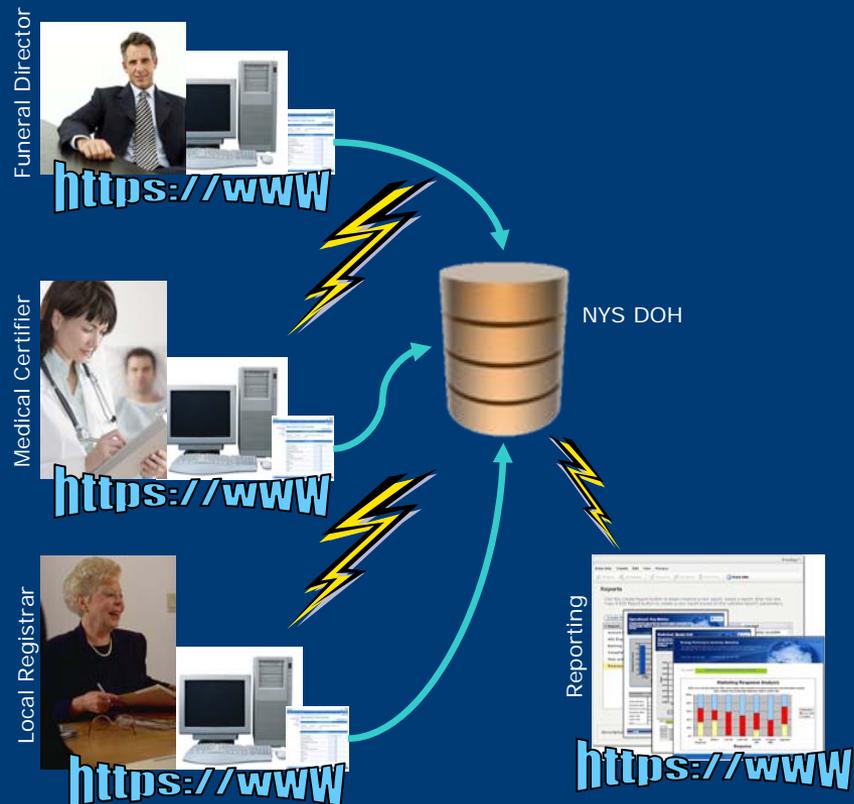
Why Electronic Death Registration?

- Timely Registration and Reporting
- Accurate and Complete Information
- Cost Savings through Process Efficiency
- Easier & More Secure than Managing Piles of Paper

Current Paper



Future Electronic



Who Benefits?

- Decedent Family Members
- Funeral Directors
- Medical Certifiers
- Local Registrars
- NYS DOH
- County Health Departments
- Pandemic Monitoring Organizations
- Bio-Terrorism Monitoring Organizations
- National Center for Health Statistics
- New York State Organizations
- Federal Organizations (Social Security Administration, CDC)

RFP Review and Clarification

K. John Russell

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Introductory Comments

- Being recorded and transcribed.
- Review the RFP and provide clarifying information.
- www.health.state.ny.us/funding
 - Check often
 - Amendment 1 containing corrections
- Questions
 - 325 written questions
 - Questions during the conference
- Issues Not Addressed in the Presentation
 - Being reviewed

Dates

RFP Cover Page

- 4 Business Days

- We have allowed four business days between publication of formal written answers and submission of proposals.

- Off-shore Development and Testing

A: Introduction

RFP p.1

■ Two Contracts

- Bidding Restriction: one or the other, not both

■ Project Timeframe

- Early completion is acceptable: all requirements must be met

A.2: Important Bidding Information

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- Fixed Price Bids

- Technology Requirements
 - Alternative technology proposals will be considered non-compliant
 - Will not be considered

- SOA

C.1.1.2: Project Scope

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- Iterative Development Cycle
- Beta and User Acceptance
- Final Candidate Cycle
- Live Pilot Program
- Review Diagram of Project

C.1.1.4: Development Lifecycle

RFP p.8

- Measurable Progress
- Initial Phase/First Iteration
- Quality Criteria Per Iteration
- Final Candidate
- IVV Authority to Reject Iteration or Final Candidate
- User Centered Design

C.1.3.1: Working with an IVV

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- Role of the IVV
 - A note about software testing
 - IVV Authority

- Interactions Throughout the Development Lifecycle
 - (review diagram)

C.1.3.2: Software Quality Requirements

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- Areas of Software Quality Assessment
- Automation
- Quality Per Iteration and Final Candidate

C.2.9: Risk Assessment Reporting

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- IVV Software Quality Reporting
 - Software Reliability Report
 - Review Passing %s
 - Defect Discovery Rates
 - Open Issues

- Interactions with IVV and NYS DOH

C.1.6.1: System Performance

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- Variables
 - Throughput
 - User Load
 - Stability Over Time
- Network and Hardware
- How Performance Numbers were Determined

C.1.7.1: Ease of Use

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- Expectations
 - Intuitive
 - Not Confusing
 - Minimize or Eliminate Opportunity for Failure

- User-Centered Design

C.1.8.1: Core Technology Requirements

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- J2EE/XML Web-based Solution
- IBM FileNet Enterprise Content Management

C.1.8.3: Software Licensing

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- Enterprise Licensing for Unlimited Users
 - Per-seat, Per-user, Per-workstation Licensing will be Rejected
- Standard IT Environment Technologies

C.1.9: Integration with Health Commerce System

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- What Is HCS?
 - Health Information Network
 - Health Alert Network
 - Health Provider Network

- What This Means for State-wide Users

C.1.10: Security

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- Importance of Security
 - Nature of Death Records
- Meetings with NYS DOH Chief Information Security Officer (CISO)
- CISO Interactions
 - Per iteration and final candidate cycle
 - Code management and Fortify360

C.1.11.4: Coding Requirements

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(not “programming” coding)

- Demographic Data Elements
 - Pre-populate Codes

C.1.12: Core Functional Requirements

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- Highly Configurable
 - Configure users and roles
 - Configure access to capabilities
 - Configure access to data elements
 - Configure permissions
 - Configure screen displays
 - Configure processes
 - Configure actions

- Avoid Hard Coding Roles, IDs, and other

C.1.12.2: User Administration and Login

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- Interaction with HCS
 - (as previously reviewed)
- User Login and Authentication
 - RSA Tokens for Authentication
- Easy Access to Signature Screen
 - Make it easy for signers/certifiers

C.1.12.11: Printing Permits

RFP p.38

- Disposition and Disinterment Permits
- Configurable Printing
 - Local Printing
 - Central Office Printing
- Restricted Access
 - One Copy
 - No Blank Copies
- Cross-Registration District Coordination
- Ability for Disposition Facilities to Accept

C.1.12.13: Produce Copies

RFP p.41

- Watermarks for Printed Working Drafts

- Order Registered Copies
 - Place and Track Orders

- Credit Card Payment
 - Security of Credit Card Orders
 - Multiple options for delivering this capability
 - Final solution determined with selected vendor

C.1.12.18: View History

RFP p.45

- In Conjunction with C.1.10.7 Audit and Transaction Logging
 - Ability to view detailed changes to any record (registered or not)
- *Registered Record History*
- Should be Easy and Intuitive View of Registered Record Versions

C.1.13.3: Notifications

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- Notification Facility w/in Health Commerce System

- Configurable
 - Automatic or Manual Notification
 - General Notifications
 - User-specific Notifications

C.1.13.6: Dropped to Paper Certificates

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■ Dropped

- Personal *or* Medical Sections Signed (but not both)
- Human-readable Bar Code

■ Abandoned

- Death certificate started, but neither personal nor medical sections will be signed (effectively a paper only certificate)

■ Picked-Up From Paper

C.1.13.7: Back Office Integration

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- Critical Operational Interaction
 - State File Number Assignment
 - Data collection of personal information from paper records
 - Medical information data entry and coding
 - EDR data export to master death file

C.1.14: Beta and User Acceptance

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- Beta and User Acceptance
 - Initiate upon NYS DOH authorization
 - Complete before final candidate cycle

- Internal *and* External Users
 - Three (3) counties (to be determined)

- Must Make Changes Based on Feedback
 - Not necessarily change orders

C.1.15: Pilot Implementation

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- Pilot Implementation
 - To take place after final candidate cycle, and final candidate acceptance
 - Initiate upon NYS DOH authorization
 - Six month timeframe

- Objectives
 - Enable Vital Records staff to operate
 - Prove system viability and readiness for state-wide use
 - Obtain data for future implementation activities

- Vital Records Staff
 - Required to operate fully upon initiation of pilot
 - All back office requirements must be in place

Training

- Beta and User Acceptance Training
 - p. 64: Interactive WebEx's and Webinars
 - Approximately 100 people
- Pilot Implementation Training
 - p. 68 minimum of 65 instructor-led training sessions; a maximum of 1,300 people trained

D.1: Development Vendor Proposals

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- Two Separate Sealed Envelopes/
Packages
 - Cost Proposal and Administrative
 - Technical Proposal
(can be combined into a single delivered package)

- Proposal Contents
 - Mandatory
 - Required

D.1.1.4: Cost Proposal Form

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- Implications for Payment Schedule
- Dev Proposal Grand Total and the Bid Form Price
- Cost of 3rd Party Tools In Your Solution
- Standard IT Environment Technologies
- Hourly Labor Rates
 - Correlate provided titles to your titles as appropriate

D.1.2: Technical Proposal

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- Project Information
 - (review items)
- Project Staffing
 - (review items)
- Solution Technology
 - (review items)

D.3.4: Eliminations

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1. Mandatory Minimum Requirements
2. Minimum Passing Security Score
3. Minimum Passing Technical Score
4. Mathematically Unable to Win

E.4: Submission of Proposals

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- Send or Deliver to Address Provided
- Do *NOT* email Proposals or Associated Materials

E.7.1: Payment Schedule

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- Solution Development
 - Iterations + Beta + Final Candidate Cycle
 - Payment Per Iteration
 - Hold-Back of 25%
 - Balance Upon Acceptance of Final Candidate
- Payment Reductions
 - 5% of Total Solution Deliverable Amount
- Pilot
- Training Materials and Documentation
- Additional Training Sessions
- Change Orders

Questions?