

**AMENDMENT NO. 2  
TO SERVICES AGREEMENT  
BETWEEN PAMELA K ISHIMOTO AND  
THE COUNTY OF MONTEREY ON BEHALF OF NATIVIDAD MEDICAL CENTER  
FOR  
CONSULTING WITH NMC TRAUMA DEPARTMENT**

This Amendment No. 2 to the Services Agreement (“Agreement”) which was effective on October 16, 2017 is entered into by and between the County of Monterey, on behalf of Natividad Medical Center (“NMC”), and Pamela K Ishimoto (“CONTRACTOR”); **From this point forward, the party referenced previously as “NMC” shall be referenced as “COUNTY” and collectively, COUNTY and CONTRACTOR are referred to as the “Parties” to this Agreement, with respect to the following:**

**RECITALS**

**WHEREAS**, the Agreement was executed for Consulting with NMC Trauma Department on the National Trauma Data Bank and Trauma Quality Improvement Services with a term October 16, 2017 through October 15, 2018 and a total Agreement amount not to exceed \$100,000; and

**WHEREAS**, COUNTY and CONTRACTOR amended the Agreement on September 12, 2018 via Amendment No. 1 to extend the term for an additional four (4) year period through October 15, 2022 for a revised term of Agreement October 16, 2017 through October 15, 2022 and to add an additional \$575,000 thereby increasing the total Agreement amount to \$675,000; and

**WHEREAS**, COUNTY and CONTRACTOR currently wish to amend the Agreement via Amendment No. 2 to allow for services to continue with revisions to the original scope of work and billing rates attached hereto as “Exhibit A-2 per Amendment No. 2” with a \$247,500 increase for a total Agreement amount of \$922,500.

**AGREEMENT**

**NOW, THEREFORE**, the Parties agree to amend the Agreement as follows:

The Agreement is hereby renewed on the terms and conditions as set forth in the Original Agreement and in Amendment No 1 incorporated herein by this reference, except as specifically set forth below.

1. **Paragraph titled, “PAYMENTS BY COUNTY” shall be amended to the following:**  
*“COUNTY shall pay the CONTRACTOR in accordance with the payment provisions set forth in EXHIBIT A-2 as per Amendment No. 2 attached hereto this Amendment No. 2. The total amount payable by COUNTY to CONTRACTOR under this Agreement shall not exceed the sum of \$922,500.”*
2. **Paragraph titled, “SCOPE OF SERVICES AND ADDITIONAL PROVISIONS/EXHIBITS” shall be amended by removing the following:**  
*“The following attached exhibits are incorporated herein by reference and constitute a part of this Agreement:*  
Exhibit A: Scope of Services/Payment Provisions  
Exhibit B: Business Associate Agreement  
Exhibit C: Insurance Modifications”

**And replacing it with:**

*“The following attached exhibits are incorporated herein by reference and constitute a part of this Agreement:*

Exhibit A-2: revised Scope of Services/Payment Provisions as per Amendment No. 2.

Exhibit B: Business Associate Agreement

Exhibit C: Insurance Modifications”

3. Except as provided herein, all remaining terms, conditions and provisions of the Agreement are unchanged and unaffected by this Amendment No. 2 and shall continue in full force and effect as set forth in the Agreement and in Amendment No. 1.
4. A copy of this Amendment No. 2 shall be attached to the Agreement.
5. This Amendment No. 2 shall be effective when signed by both Parties.

***The remainder of this page was intentionally left blank.***

***~ Signature page to follow ~***

IN WITNESS WHEREOF, the Parties hereto are in agreement with this Amendment No. 2 on the basis set forth in this document and have executed this Amendment No. 2 on the day and year set forth herein.

COUNTY OF MONTEREY on behalf of  
NATIVIDAD MEDICAL CENTER

By: \_\_\_\_\_  
Charles R. Harris, Interim CEO

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

APPROVED AS TO LEGAL PROVISIONS

By: *Harry L. DeLuca*  
Monterey County Deputy County Counsel

Date: 10/15/2021

APPROVED AS TO FISCAL PROVISIONS

By: *gary k giboney*  
Monterey County Deputy Auditor/Controller

Date: 10/18/2021

CONTRACTOR

Pamela K Ishimoto

CONTRACTOR's Business Name

\*\*\*See instructions below\*\*\*

By: *Pamela K. Ishimoto*  
(Signature of: Chair, President, or Vice-President)

PAMELA K. ISHIMOTO

Name and Title

Date: TRAUMA DATA ANALYST

By: \_\_\_\_\_  
(Signature of: Secretary, Asst. Secretary, CFO,  
Treasurer, or Asst. Treasurer)

Name and Title

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

\*\*\*Instructions\*\*\*

If CONTRACTOR is a corporation; including limited liability and non-profit corporations, the full legal name of the corporation shall be set forth above together with the signatures of two specified officers (two signatures required).

If CONTRACTOR is a partnership; the name of the partnership shall be set forth above together with the signature of a partner who has authority to execute this Agreement on behalf of the partnership (two signatures required).

If CONTRACTOR is contracting in an individual capacity, the individual shall set forth the name of the business, if any and shall personally sign the Agreement (one signature required).

## **Exhibit A-2 as per Amendment No. 2**

### **Revised Scope of Services/Payment Provisions**

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#### **I. Description of All Services to be Rendered by CONTRACTOR:**

- A. Assess and evaluate current trauma registry to meet NTDB/TQIP data collection requirements.
- B. Develop a data dictionary to outline data abstraction processes to meet NTDB/TQIP data collection requirements.
- C. Design and develop validation reports to verify current trauma data coding against AIS 05 and ICD-10 codes.
- D. Create a mapping document to identify and determine the distribution of trauma data to NTDB/TQIP.
- E. Evaluate trauma data collection processes to identify patients collected as outlined in the 2017 NTDB Data Dictionary.
- F. Provide technical assistance to trauma registry to maintain NTDB/TQIP requirements for a Level II trauma center.
- G. Create advanced reporting from the trauma registry for the Trauma Program Manager and hospital needs.
- H. Update and identify vendor PRQ populations and reports link to NMC trauma registry fields.
- I. Partner with PI Coordinator and Injury Prevention Coordinator to assist with audit reports and performance improvement data.
- J. Serve as the liaison between NMC and ESO Lancet Solutions Group.
- K. Facilitate and prepare data for NTDB/TQIP quarterly data submission.
- L. Manage and update ongoing registry changes.
- M. Provide statistical reports and analyze data essential to trauma services strategic planning and business development activities.

#### **II. CONTRACTOR's Deliverables:**

The following phases are as follows:

##### **A. ASSESSMENT/EVALUATION (10 - 12 weeks)**

- 1. Analyze, evaluate, assess current trauma registry.
- 2. Identify changes and updates to meet NTDB/TQIP data dictionary requirements.
- 3. Evaluate current trauma abstraction processes with registrars to identify best possible locations for data abstraction.
- 4. Assess current data flow of registry to minimize and reduce the number of data entry points entered.
- 5. Compare number of data points currently collected with NTDB/TQIP requirements to reduce redundancy and create a more efficient flow of data.

6. DELIVERABLE: NMC Trauma Data Dictionary to outline data abstraction processes to meet NTDB/TQIP data collection requirements.

\* Timelines are dependent on tools/systems and data/subject matter expert availability.

**B. DESIGN/DEVELOPMENT OF DELIVERABLES (12 - 20 weeks)**

1. Work with subject matter experts to gather information on existing work flow processes.
2. Redesign registry screens to reflect effective data flow and collection
3. Create a mapping document to identify and determine the distribution of trauma data to NTDB/TQIP.
4. Create PRQ reports in Trauma One for ACS site visit.

DELIVERABLE: Mapping document to identify the locations of where trauma data is being distributed.

DELIVERABLE: Redesign trauma registry screens and data flow of registry; including auto-fills

DELIVERABLE: PRQ reports for ACS site visit

\* Timelines are dependent on tools/systems and data/subject matter expert availability; Deliverables are subject to change dependent on evaluation and customer needs.

**C. IMPLEMENTATION/EVALUATION (10- 20 weeks)**

1. Create validation reports to check data accuracy of trauma registry.
2. Synthesize and analyze quarterly data for NTDB/TQIP submission; create reports to validate submission frequency reports from NTDB Validator.
3. Partner with trauma registrars to create and develop an inter-rater reliability process to validate abstraction.

DELIVERABLE: Validation reports and inter-rater reliability form.

DELIVERABLE: Inter-rater reliability form.

DELIVERABLE: Audit reports to support trauma service performance improvement activities and injury prevention programs.

\* Timelines are dependent on tools/systems and data/subject matter expert availability.

**D. SUPERVISION OF TRAUMA REGISTRARS**

1. Monitor and report productivity of registrars to the TPM.
2. Assign monthly distribution of prioritization of abstraction list.
3. Assign registry projects for staff.
4. Assign and evaluate monthly IRR validations.

**E. TQIP DATA SUBMISSION**

1. Provide support for quarterly TQIP Data submission.
2. Build reports to support cleanup.
3. Assist and provide training on how to run submission frequency reports.
4. Build report to validate the data being submitted to NTDB/TQIP.
5. Create step by step process for accessing and running .XML through the Aggregator.

## **DELIVERABLES:**

- Primary liaison with registry vendor to facilitate all registry updates and improvements.
- Complete update and redesign Trauma registry to work for NMC, eliminate unnecessary data collection fields, adding missing required fields, and creating a faster process for abstracting.
- Update the registry to match 2018 NTDB requirements.
- Update the PI pages with the vendor to ensure output is up to date and PI data collection is reportable for reviews.
- Update mapping to ensure the correct data is sent to NTDB/TQIP.
- Train and guide the registrars to abstract in a leaner process to reduce the amount of time to close a chart.
- Train registrars how to clean data, how to prepare for TQIP submission.
- Train Administrative Assistant and Injury prevention coordinator how to use chalkboards in the registry.
- Develop BASICS process to daily input of new trauma patients into registry.
- Provide general overview to registrars on AIS and ICD-10 coding rules.
- Build OPPE reports on physicians and NPs.
- Build reports to verify Himage's data collection.
- Build PRQ reports for ACS site visit.
- Build reports to clean the cohort patients to prepare for site visit.
- Assist in development of data dictionary.
- Design and build Performance Report.
- Design and build Dashboard Report.

**III. Pricing/Fees:**

Description	Rate	Type
Consulting Services	**\$82.50	Hourly
<b>**Annual rate increase shall not exceed 10% per contract year</b>		

- CONTRACTOR warrants that the cost charged for services under the terms of this contract are not in excess of those charged any other client for the same services performed by the same individuals.
- Payment may be based upon satisfactory acceptance of each deliverable, payment after completion of each major part of the Agreement, payment at conclusion of the Agreement, etc.
- County may, in its sole discretion, terminate the contract or withhold payments claimed by CONTRACTOR for services rendered if CONTRACTOR fails to satisfactorily comply with any term or condition of this Agreement.
- No payments in advance or in anticipation of services or supplies to be provided under this Agreement shall be made by County.
- There is no travel reimbursement under this Agreement.