



## Monterey County Board of Supervisors

168 West Alisal Street,  
1st Floor  
Salinas, CA 93901  
831.755.5066A

### Board Order

#### Agreement No.: A-13067

Upon motion of Supervisor Adams, seconded by Supervisor Alejo and carried by those members present, the Board of Supervisors hereby:

Authorized the Deputy Purchasing Agent for Natividad Medical Center (NMC) or his designee to execute amendment No. 2 to the agreement (A-13067) with Medical Information Technology, Inc. (MEDITECH) for the addition of a file importer software interface for the MEDITECH system at NMC, adding \$36,900 for a revised total agreement amount not to exceed \$156,359, and with an implementation term effective on January 1, 2018 through December 31, 2018.

PASSED AND ADOPTED this 5<sup>th</sup> day of December 2017, by the following vote, to wit:

AYES: Supervisors Alejo, Phillips, Salinas, Parker and Adams  
NOES: None  
ABSENT: None

I, Gail T. Borkowski, Clerk of the Board of Supervisors of the County of Monterey, State of California, hereby certify that the foregoing is a true copy of an original order of said Board of Supervisors duly made and entered in the minutes thereof of Minute Book 80 for the meeting December 5, 2017.

Dated: January 3, 2018  
File ID: A 17-447

Gail T. Borkowski, Clerk of the Board of Supervisors  
County of Monterey, State of California

By Denise Hancock  
Deputy

**Medical Information Technology, Inc.**

**Health Care Information System Software Agreement Amendment**

AGREEMENT made this 1<sup>st</sup> day of January, 2018 by and between MEDICAL INFORMATION TECHNOLOGY, INC. ("MEDITECH") and Natividad Medical Center ("Customer").

WHEREAS MEDITECH and Customer entered into a Health Care Information System Software Agreement dated March 22, 2016 ("the Agreement"), whereby MEDITECH licensed computer programs ("LICENSED SOFTWARE") for use by Customer, and WHEREAS Customer and MEDITECH desire to amend the Agreement,

NOW THEREFORE, the parties hereto hereby agree as follows:

1. Group I of Article II of the Agreement is hereby amended to incorporate the software listed on the attached Article II-B.
2. The total line item fee recited in Article II of the Agreement is hereby increased by \$36,900.
3. The monthly service fee recited in Article II of the Agreement is hereby increased by \$300.
4. Customer agrees to pay to MEDITECH upon execution of this Amendment the sum of \$3,690 as a downpayment toward the license of the additional software listed on Article II-B.
5. Article I(B)(6) of the Agreement shall be replaced with the following:

Not later than sixty (60) days prior to the earliest delivery date listed in Article II, Customer will install and maintain, at customer's expense, the equipment and services necessary for a secure remote support connectivity solution called MEDITECH Secure Connect via the services of a MEDITECH authorized MEDITECH Secure Connect partner. Customer shall maintain such MEDITECH Secure Connect service and provide MEDITECH with access thereto for the resolution of system problems in accordance with the applicable sections of Articles III and IV until such time as the service described in Article IV is terminated for all line items of LICENSED SOFTWARE. MEDITECH shall be permitted to establish a data connection between Customer's system and MEDITECH so that MEDITECH can evaluate whether the LICENSED SOFTWARE has reached operational status and/or to evaluate, if applicable, storage and volume.

6. In all other respects the terms and conditions of the Health Care Information System Software Agreement dated March 22, 2016 shall remain in full force and effect.

IN WITNESS WHEREOF each party has executed this Agreement as a sealed instrument this 1<sup>st</sup> day of January, 2018.

CUSTOMER Natividad Medical Center  
By [Signature]  
Title CEO

MEDITECH Medical Information Technology, Inc.  
By [Signature]  
Title President & CEO

[Signature]  
Deputy County Counsel  
Date: 11/2/17

[Signature]  
Chief Deputy Auditor-Controller  
Date: 11/2/17

## ARTICLE II-B - DELIVERY

LICENSED SOFTWARE LINE ITEMS	Project Start	Delivery Date	License Fee	Implementation Fee	Line Item Fee	Service Fee	Ref. Manual
ECM File Importer Interface	02/28/2018	02/28/2018	30,000	6,900	36,900	300	III
Totals					36,900	300	

**EXHIBIT III**

**SPECIFICATIONS**

**DOCUMENT PROVIDED UNDER SEPARATE COVER**

## **ECM Filer Import Specifications Reference number: R1457**

### **General Comments**

Patient specific image files received from outside of the MEDITECH system will be automatically incorporated into the Electronic Legal Record. All files will be converted to TIFF images to match the format of other MEDITECH Electronic Legal Record documents. This will allow these imported documents to be viewed, printed and put to portable media in the same manner as all other Electronic Legal Record documents.

These files will need to be placed in a shared folder on your network by the other vendor system. A continuous process will watch this folder for new files and index them to the MRM application for inclusion in the Electronic Legal Record, Point of contact routines as well as the EMR as defined in the MIS Medical Records Forms Dictionary.

The MEDITECH Scanning & Archiving system needs to know which patient and Form ID that the PDF/TIF/PNG/BMP/JPG file applies to. Therefore, a file naming convention is necessary in order to pass the identifiers that are needed to correctly index the document..

Please note that this conversion relies upon the account number field as the main unique identifier. In order to make use of this conversion the account number that is being used MUST have originated during a registration process within MEDITECH. The program checks the internal ""aa" within the Medical Records visit history to be sure that the account was generated on MEDITECH. Account numbers converted from an MPI conversion are not valid and will fail the check. The failure is due to the system not being able to process the file name, so the user will see a MIS Fail Read error message when this occurs in the interface manager.

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### **Data Record Characteristics**

The other vendor system is responsible for naming their files in this manner:

- \* **Application ID - Required 30 characters**  
space fill from right if necessary.

(Used to sort and uniquely identify a document and allows the vendor to send updated versions. Examples of application ID's include report numbers, order numbers, and encounters).

- \* **MEDITECH Account # - Required 12 characters**  
space fill from right if necessary. Note: Canadian Sites- The account number format is CM0000001/10, but on the filename it should be sent as "CM0000001 10"

The space will be acting as a holder to know that we should replace with "/" .

The OV will need to not place the "/" but a " " instead.

- \* **MEDITECH Unit # - Optional 10 characters**  
space fill from right if necessary (or not including).
- \* **Form ID - Required 15 characters**  
space fill from right if necessary.
- \* **Delete Flag - Optional 1 character**  
  
(If this field is 'Y' [ASCII 89] we will delete any previous images in MEDITECH for this application ID. Any value other than 'Y' will be ignored)
- \* **Number of Pages - Optional 5 integers (default is 1)**  
zero fill from left if necessary. (If the field is all 0s MEDITECH will assume 1)
- \* **Date of Birth (yyyymmdd) - Optional 8 integers**  
Zero fill if necessary.
- \* **Sex (M,F,U) - Optional 1 character**  
Space fill if necessary.
- \* **Create Date (yyyymmdd) - Optional 8 integers**  
(Date that the file was created in O/V system).
- \* **Create Time (hhmm) - Optional 4 integers**  
(Time that the file was created in O/V system).

If there is a missing required field the file will be rejected. If the account number is not defined within the MRI visit history as having been generated from a Meditech ADM registration, the file will be rejected.

If the number of pages is not included (left as spaces or omitted) 1 will be assumed.

Unit #, Date of Birth, and Sex will be used to test that the patient is correct. If these values are included they will be checked against the patient's information. If they do not match the file will be rejected.

Because the last 6 fields are optional, if they are not included then the length of the file name (excluding the .extention) can be 67 characters. This is the minimum length of the file. If they are included the maximum length of the filename will be 94 characters (excluding the .extension).

Here are examples of valid file names (note the first two are word wrapped due to a limitation in the web specification generator):

1012-0012                      V00157803 M0016588 ADMFORM  
N0000119770916M200808021350.tif

7892                              V00086092 M0030897 CONSENT      Y00000  
M.tif

7892 V00086092 M0030897 CONSENT .png

Note: only difference is Canadian account number format IP0062359 10

**Additional Requirements:**

- 1) It is necessary for the operating system to support space characters (ASCII 32) within file names.
  - 2) It is necessary for the operating system to support a 94 character file name if using all optional fields described above.
  - 3) The Form ID identifier is from a dictionary within the MEDITECH system. The MEDITECH system will allow a customer to create mnemonics that can potentially contain characters which an operating system may consider illegal within file names (eg - "\V:\*?"<>|"). In order for this interface to work, these characters must not be included within mnemonic names.
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