



# County of Monterey

Board of Supervisors  
Chambers  
168 W. Alisal St., 1st Floor  
Salinas, CA 93901

## Board Report

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**File #:** A 12-021, **Version:** 1

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Authorize the Purchasing Manager for Natividad Medical Center (NMC) to execute Amendment No. 6 to the Agreement (A-11938) with Cynthia Harlowe for Consulting Services at NMC for Joint Commission accreditation consulting services, extending the Agreement to June 30, 2013 and adding \$25,000 for Fiscal Year (FY) 2012-13 for a revised total Agreement amount not to exceed \$240,000 in the aggregate.

### RECOMMENDATION:

It is recommended the Board of Supervisors authorize the Purchasing Manager for Natividad Medical Center (NMC) to execute Amendment No. 6 to the Agreement (A-11938) with Cynthia Harlowe for Consulting Services at NMC for Joint Commission accreditation consulting services, extending the Agreement to June 30, 2013 and adding \$25,000 for Fiscal Year (FY) 2012-13 for a revised total Agreement amount not to exceed \$240,000 in the aggregate.

### SUMMARY/DISCUSSION:

NMC is accredited by the Joint Commission, a non-profit organization that accredits over 18,000 healthcare organizations and programs in the United States. The accreditation process includes ongoing compliance with the Joint Commission standards which are designed to help organizations improve the safety and quality of care, treatment and services, an annual self-assessment for compliance with all standards, and an onsite survey every three years. NMC must complete an annual self-assessment as required by the Joint Commission by November 2012.

Cynthia Harlowe has provided onsite consulting services for Joint Commission survey preparation and the actual survey for NMC for over 16 years. NMC has performed well in all six onsite surveys where she provided consultation services. Her current agreement provides for onsite consulting services to assist NMC in completing and scoring the annual self-assessment and in providing input on establishing action plans for maintaining compliance with all standards.

The recommendation is that the dollar amount for the agreement with Cindy Harlowe be increased by \$25,000 for Fiscal Year 2013 for a total of \$240,000 in the aggregate.

Commercial General Liability and Auto Insurance Endorsement requirements are waived for this vendor under this Agreement.

- Vendor has no vendor-owned fleet of vehicles.

### Worker's Compensation Insurance Exemption

Contractor is the sole provider of services with no permanent or temporary workers. Accordingly, Worker's Compensation Insurance is not required.

### OTHER AGENCY INVOLVEMENT:

County Counsel has reviewed and approved this Amendment as to legal form and risk provisions. Auditor-Controller has reviewed and approved this Amendment as to fiscal provisions. The Amendment has also been reviewed and approved by Natividad Medical Center's Board of Trustees.

FINANCING:

The cost for this Amendment is \$25,000 and is included in the Fiscal Year 2012/2013 Recommended Budget. There is no impact to the General Fund.

Prepared by: Jane Finney, Quality Administrator, 783-2502

Approved by: Harry Weis, Chief Executive Officer, 783-2124

Attachments:

Agreement, Amendments 1, 2, 3, 4, 5 and 6