



## Board Report

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**File #:** A 20-459, **Version:** 1

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Approve and authorize the Director of Health or Assistant Director of Health to execute an Agreement with Transcribe Me, Inc., to provide transcription of medical records, reports, interviews, conversations, notes and letters for the Monterey County Health Department's Medical Therapy Unit, in the amount of \$35,000, for the period retroactive from July 1, 2020 through September 30, 2025

**RECOMMENDATION:**

It is recommended that the Board of Supervisors:

Approve and authorize the Director of Health or Assistant Director of Health to execute an Agreement with Transcribe Me, Inc., to provide transcription of medical records, reports, interviews, conversations, notes and letters for the Monterey County Health Department's Medical Therapy Unit, in the amount of \$35,000, for the period retroactive from July 1, 2020 through September 30, 2025.

**SUMMARY/DISCUSSION:**

The Health Department (Department) operates the medical therapy unit that serves as the focal point for the coordination of all CCS physical and occupational therapy and medically related services for physically handicapped children eligible for CCS. The Medical Therapy Program operates 4-6 Medical Therapy Clinics each month at their sites in which pediatricians, orthopedists and physiatrists see patients with the therapy team. Each physician generates a medical report for each patient that is seen. In addition, there are periodic requests for physicians to generate letters or notes regarding therapy, durable medical equipment, or bracing/splinting needs for the client.

Transcribe Me Inc. provides the services for physicians to generate letters or notes using a speech to text platform. Transcribe Me, Inc. offers a technology that allows to upload audio and video from any smartphone or digital device and convert it into searchable and shareable text. Their services have been cost effective, efficient, and responsive. Because of their responsive and efficient services, the Monterey County Health Department wishes to continue working with Transcribe Me, Inc. The start date of the Agreement is retroactive to July 1, 2020 due to the length of time it took to negotiate with the vendor the changes associated with this Agreement.

This work supports the MCHD 2018-2022 Strategic Plan Goal: 1. Empower the community to improve health; Goal 2. Enhance public health and safety through prevention; and Goal 3. Ensure access to culturally and linguistically appropriate, customer-friendly, quality health services. Additionally, this work supports three of the ten essential public health services: 3. Inform, educate, and empower people about health issues; 7. Link people to needed personal health services and assure the provision of health care when otherwise unavailable; 8. Assure competent public and personal health care workforce.

**OTHER AGENCY INVOLVEMENT:**

The Office of County Counsel has reviewed and approved this Agreement as to legal form.

**FINANCING:**

There are sufficient appropriations included in the Health Department's (HEA004-8121) Adopted Budget for Fiscal Year 2020-21 for this Agreement.

**BOARD OF SUPERVISORS STRATEGIC INITIATIVES:**

Check the related Board of Supervisors Strategic Initiatives:

☐ Economic Development:

- Through collaboration, strengthen economic development to ensure a diversified and healthy economy.

☐ Administration:

- Promote an organization that practices efficient and effective resource management and is recognized for responsiveness, strong customer orientation, accountability and transparency.

☒ Health & Human Services:

- Improve health and quality of life through County supported policies, programs, and services; promoting access to equitable opportunities for healthy choices and healthy environments in collaboration with communities.

☐ Infrastructure:

- Plan and develop a sustainable, physical infrastructure that improves the quality of life for County residents and supports economic development results.

☐ Public Safety:

- Create a safe environment for people to achieve their potential, leading businesses and communities to thrive and grow by reducing violent crimes as well as crimes in general.

Prepared by: Patricia McFadden, Management Analyst II, 755-4726

Approved by:

\_\_\_\_\_  
Date: \_\_\_\_\_  
Elsa Jimenez, Director of Health, 755-4526

Attachment:

Agreement is on file with the Clerk of the Board