

June 28, 2005

Board of Supervisors
Civic Center
San Rafael, California 94903

RE: **Contract with Nancy Giovannini for Assistance with Revenue Maximization, Compliance, Billing and Finance Support and Trainings for the Department of Health and Human Services (New)**

Dear Supervisors:

Recommendation

1. Approve attached contract for \$40,000 with Nancy Giovannini for assistance with revenue maximization, compliance, billing and finance support and trainings for the Department of Health and Human Services.

Summary

The Department of Health and Human Services bills Medicare, Medi-Cal and other private and public insurers for administrative and clinical services provided to clients. In recent years, the requirements of these billings have become increasingly complex. In addition, State and federal requirements for compliance with all rules and standards, and the intensity of State and federal audit efforts, have required that the Department ensure a high level of professionalism in its billing operations.

Nancy Giovannini is a professional service contractor with extensive experience in billing. In addition to helping with the oversight of this function, she will provide training to HHS staff; help ensure the maximization of revenues; review credentialing processes for providers; and generally help ensure that the Department maintains an effective and compliance billing operation.

Community Benefit

Approval of this contract will allow the Department to continue its maintenance of compliance in all revenue-related areas, and to continue to maximize revenues.

Fiscal Impact: The proposed resolution will have no effect on net county cost. Eventually, expansion of managed care into Marin County could affect County expenditures and revenues in what is expected to be a positive way.

| | | |
|---------------------|--|--|
| REVIEWED BY: | <input type="checkbox"/> Auditor Controller | <input checked="" type="checkbox"/> NA |
| | <input checked="" type="checkbox"/> County Counsel | |
| | <input type="checkbox"/> Human Resources | <input checked="" type="checkbox"/> NA |

Respectfully submitted,

Larry Meredith, Ph.D.
Director