

| Worksheet Completion Instructions  |                 |    |
|--|-----------------|----|
| Proposers should complete  |                 |    |
| <b>Instructions tab:</b>   |                 |    |
| Column C on this worksheet (lines 4 & 5)                                       |                 |    |
| <b>Requirements tab:</b>   |                 |    |
| Column I - Use codes from the Code Table below to complete this column         |                 |    |
| Column J - provide a description of how the Solution satisfies the requirement |                 |    |
| Enter Proposer name  | in cell C3 here | -> |
| Enter whether proposed Solution is SaaS or on-premise                          | in C4 here      | -> |

| Explanation of Requirements Column Headings          |  |
|--|--|
| Solution requirements appear on the Requirements tab |  |
| The columns are defined as follows:                  |  |
| Column C   | ID for the functionality                                     |
| Column D   | Major Category for the functionality                         |
| Column E   | Sub-Category of the Major Category                           |
| Column F   | Title of the Requirement                                     |
| Column G   | Detailed description of the functionality                    |
| Column H   | Priority of the functionality (Mandatory, High, Medium, Low) |
| Column I   | Proposer's numeric response per the <b>Code Table</b> below  |
| Column J   | Proposer's explanation                                       |

| Code Table (enter a code in Column I for each requirement on the Requirements tab) |  |
|--|--|
| 6  | COTS Solution is fully compliant – no modification required                                |
| 5  | COTS Solution compliant via "Customer configuration option" (by customer)                  |
| 4  | Third-party software is necessary to provide the functionality, also describe in Column J. |
| 3  | COTS modification required (by vendor)   |
| 2  | New development required (by vendor)   |
| 1  | Functionality cannot be met  |

| Priority  |  |
|-----------|--|
| Mandatory | Urgent need - Critical business impact if not met. Work stoppage if not met. |

## Oregon Department of Corrections EHR Solution Requirements

| Oregon Department of Corrections EHR Solution Requirements |                    |                              |  |  |           | Enter Code<br>1 - 6 |                             |
|--|--------------------|------------------------------|--|--|-----------|---------------------|-----------------------------|
| ID   | Category           | Sub-Category                 | Title  | Functionality Description  | Priority  | Proposer Input      | Proposer Narrative Response |
| 79   | 1 - Administration | 103 - Reporting Capabilities | Disease State and Condition-based Reporting  | The Solution must generate reports on clinical conditions as defined by ODOC, such a list of patients not meeting A1c targets. A1c is a blood test for type 2 diabetes and prediabetes.  | Mandatory |                     |                             |
| 163  | 1 - Administration | 103 - Reporting Capabilities | Documentation Status Reporting   | The Solution must generate reporting for documentation completion, missing documentation, and late documentation (as defined by ODOC).   | Mandatory |                     |                             |
| 247  | 1 - Administration | 103 - Reporting Capabilities | In-patient Care and Infirmary Reporting  | The Solution must include standard reporting capabilities for in-patient care / infirmaries, such as admission/discharge and length of stay.   | Mandatory |                     |                             |
| 683  | 1 - Administration | 103 - Reporting Capabilities | Legislative Reporting Requirements   | The Solution must provide reporting of the following deidentified and disaggregated data concerning the health outcomes of all adults in the custody of the department: (a) life expectancy; (b) obesity rates; (c) vaccination rates; (d) sexually transmitted disease infection rates; (e) substance use disorder rates; (f) suicide attempts and completions; (g) rates of maternal mortality and severe maternal morbidity, as those terms are defined in ORS 432.600; (h) infant mortality rates; and (i) Any other data specified by the Oregon Health Authority by rule under subsection (2)  | Mandatory |                     |                             |
| 374  | 1 - Administration | 103 - Reporting Capabilities | MAR Reporting  | The Solution must include standard reporting capabilities related to medication administration and the electronic medication administration record   | Mandatory |                     |                             |
| 158  | 1 - Administration | 103 - Reporting Capabilities | Meaningful Use Attestation Reporting   | The Solution must generate reports for Meaningful Use attestation.   | Mandatory |                     |                             |
| 372  | 1 - Administration | 103 - Reporting Capabilities | Medication Compliance - MAR  | The Solution must include capabilities for monitoring and reporting patient compliance percentages with medications.   | Mandatory |                     |                             |
| 299  | 1 - Administration | 103 - Reporting Capabilities | Order Reporting  | The Solution must include standard reporting on all orderables, ordering.  | Mandatory |                     |                             |
| 80   | 1 - Administration | 103 - Reporting Capabilities | Patient Demographic Data   | The Solution must provide the ability to capture and report on facility/population-wide demographics to show trends.   | Mandatory |                     |                             |
| 156  | 1 - Administration | 103 - Reporting Capabilities | Patient Reporting  | The Solution must generate "roll up" reporting on patient characteristics, demographics, diagnoses, orders, or any other discrete data fields.   | Mandatory |                     |                             |
| 167  | 1 - Administration | 103 - Reporting Capabilities | Performance Improvement Data Reporting   | The Solution must provide reports that monitor performance improvement data, like percentage of fully completed treatment plans.   | Mandatory |                     |                             |
| 345  | 1 - Administration | 103 - Reporting Capabilities | Pharmacy Reporting   | The Solution must have pharmacy reporting, including but not limited to Drug Enforcement Administration (DEA) controlled drug dispensing data, drug specific, therapeutic category dispensing data, on/off formulary usage, prescriber-and site-specific drug utilization, etc.  | Mandatory |                     |                             |
| 159  | 1 - Administration | 103 - Reporting Capabilities | Quality Measure Reporting  | The Solution must generate reports for quality measure reporting.  | Mandatory |                     |                             |
| 684  | 1 - Administration | 103 - Reporting Capabilities | Report COVID Cases using OHA Race, Ethnicity, Language, and Disability (REALD) content | The Solution must readily produce a report of Adult in Custody (AIC) COVID-19 cases incorporating the information identified on the Oregon Health Authority (OHA) Race, Ethnicity, Language, and Disability (REALD) form.  | Mandatory |                     |                             |
| 305  | 1 - Administration | 103 - Reporting Capabilities | Results Reporting  | The Solution must include standard reporting capabilities for results posting, such as number of new lab results posted but not yet reviewed by Provider.  | Mandatory |                     |                             |
| 168  | 1 - Administration | 103 - Reporting Capabilities | Treatment Outcome Reporting  | The Solution must provide the ability to measure and report on treatment outcomes.   | Mandatory |                     |                             |
| 390  | 1 - Administration | 103 - Reporting Capabilities | Utilization Reporting  | The Solution must generate reports for all clinician orderables, including clinical services (procedures, nurse care, etc.) and medical supply items (DME, prescriptions, etc.), regardless if ordered individually or as part of an order set.  | Mandatory |                     |                             |
| 618  | 1 - Administration | 3 - Reporting Features       | Ad Hoc Query Features  | The Solution must provide a query capability that supports the following functionality, but not limited to:<br>a) Case sensitive and non case sensitive queries;<br>b) Ability to match parts of words, whole words, or multiple word phrases;<br>c) Boolean (and/or) combinations of keywords;<br>d) Approximate matches (e.g., phonetic match, sound-alike, allow spelling errors);<br>e) Structured queries (which allow matches constrained to certain fields);<br>f) Ability to show matched lines or entire matching records;<br>g) Ability to specify limits on the number of matches returned;<br>h) Allowing unlimited prefix or suffix by using "wild cards";<br>i) Comparison operators: (equal, not equal, greater than, less than, like, not like). | Mandatory |                     |                             |
| 165  | 1 - Administration | 3 - Reporting Features       | Ad Hoc Reporting   | The Solution must permit users to create ad hoc reports without vendor assistance, allowing data to be viewable on the dashboard, filtered, sorted and manipulated. Data from these reports must be downloaded into 3rd party applications such as Excel, Access, Crystal Reports, etc.  | Mandatory |                     |                             |
| 315  | 1 - Administration | 3 - Reporting Features       | Clinical Decision Reporting  | The Solution must include standard reporting capabilities related to clinical decision support, such as number of contraindication alerts issued.  | Mandatory |                     |                             |
| 317  | 1 - Administration | 3 - Reporting Features       | CQI Auditing and Reporting   | The Solution must have the ability to develop continuous quality improvement (CQI) auditing and reporting.   | Mandatory |                     |                             |
| 318  | 1 - Administration | 3 - Reporting Features       | CQI Data Protection  | The Solution must ensure that CQI data and reports are not included in routine exports of the patient health record (CQI data is protected).   | Mandatory |                     |                             |
| 389  | 1 - Administration | 3 - Reporting Features       | Dashboard  | The Solution must allow users to easily query data, view results on the dashboard, and to sort, filter, include/exclude search fields, reorder columns on the dashboard view, and drill down for additional information (i.e., underlying patient information for a data set).   | Mandatory |                     |                             |
| 615  | 1 - Administration | 3 - Reporting Features       | Data Included  | The Solution Ad Hoc Query/Reporting Interface must provide access to data/data stores including: Active Patient Charts, Archived data, Business Intelligence/data warehouse (DW), and Audit Logs.  | Mandatory |                     |                             |
| 109  | 1 - Administration | 3 - Reporting Features       | Data Visualization   | The Solution must include the ability to produce tables and color graphs/charts to accompany reporting.  | Mandatory |                     |                             |

## Oregon Department of Corrections EHR Solution Requirements

| Oregon Department of Corrections EHR Solution Requirements |                    |                         |  |  |           | Enter Code<br>1 - 6 |                             |
|--|--------------------|-------------------------|--|--|-----------|---------------------|-----------------------------|
| ID   | Category           | Sub-Category            | Title                                    | Functionality Description  | Priority  | Proposer Input      | Proposer Narrative Response |
| 616  | 1 - Administration | 3 - Reporting Features  | Data Warehouse                           | The Solution must support de-identified production data uploads to a data warehouse which must be used for statistical analysis and reporting. The schedule is to be configurable.   | Mandatory |                     |                             |
| 320  | 1 - Administration | 3 - Reporting Features  | Export Formats for Reporting             | The Solution must have a variety of formatting options available for reports generated/exported (e.g., Word, PDF, Excel). In addition, Solution must have the ability to create export files to be use in common 3rd party applications such as Excel, Access, Crystal Reports, etc.   | Mandatory |                     |                             |
| 316  | 1 - Administration | 3 - Reporting Features  | Facility Structure                       | The Solution must be able to report at all major levels of health services including all facilities, some facilities, individual facilities, all clinics, some clinics, individual clinics, all providers, some providers, individual providers. EHR reporting able to reflect future changes in the facility structure.   | Mandatory |                     |                             |
| 171  | 1 - Administration | 3 - Reporting Features  | Longitudinal Reporting                   | The Solution must provide the ability to baseline, compare and trend multiple captures of discrete data fields.  | Mandatory |                     |                             |
| 321  | 1 - Administration | 3 - Reporting Features  | Printing Reports                         | The Solution must include the ability to print / export portions or all of the health record to both paper and electronic file formats such as PDF, for external record requests. Selective export function to allow User discretion of chart elements to be exported.   | Mandatory |                     |                             |
| 157  | 1 - Administration | 3 - Reporting Features  | Productivity Reporting                   | The Solution must generate clinician activity-based reports such as (but not limited to) number of visits completed in a defined period.   | Mandatory |                     |                             |
| 115  | 1 - Administration | 3 - Reporting Features  | Report Creation Support and Assistance   | The Proposer must assist in the creation of customized reports post-implementation, upon request and potentially with additional charges as agreed upon in the Statement of Work.  | Mandatory |                     |                             |
| 617  | 1 - Administration | 3 - Reporting Features  | Reporting Access                         | The Solution must enable authorized users to perform statistical analysis, reporting, and ad-hoc queries against the data warehouse.   | Mandatory |                     |                             |
| 543  | 1 - Administration | 3 - Reporting Features  | Reporting access and favorites           | The Solution must include the ability to centrally apply role-based view/edit access for all reports. In addition, all Users must have the ability to "favorite" or otherwise indicate a preference list of reports  | Mandatory |                     |                             |
| 329  | 1 - Administration | 3 - Reporting Features  | Reporting on Historical Data             | The Solution must have the capacity to include archived records and data fields in reports.  | Mandatory |                     |                             |
| 111  | 1 - Administration | 3 - Reporting Features  | Scheduled Reporting                      | The Solution must have the ability to schedule automated reports to run at user-specified intervals.   | Mandatory |                     |                             |
| 211  | 1 - Administration | 3 - Reporting Features  | Screening and Transfer Reporting         | The Solution must include standard reporting capabilities for screenings and transfers.  | Mandatory |                     |                             |
| 209  | 1 - Administration | 3 - Reporting Features  | Screening Documentation                  | The Solution must include screenings and capabilities for conditions such as tuberculosis, HIV, sexually transmitted diseases (STDs), pap smears, mammograms, prostate and/or testicular exams, tetanus, Hepatitis A and B, Hepatitis C, influenza, COVID-19, etc.   | Mandatory |                     |                             |
| 221  | 1 - Administration | 3 - Reporting Features  | Standardized Behavioral Health Testing   | The Solution must include the ability to document and complete any standardized psychological, intelligence, or other behavioral health related testing (Examples: Minnesota Multiphasic Personality Inventory (MMPI), Test of Adult Basic Education (TABE), Adverse Childhood Experiences (ACEs), etc.).  | Mandatory |                     |                             |
| 323  | 1 - Administration | 3 - Reporting Features  | Standardized Reporting                   | The Solution must include existing reports the Vendor has designed as part of a reporting suite and available as part of the proposed Solution.  | Mandatory |                     |                             |
| 322  | 1 - Administration | 3 - Reporting Features  | System Administration Back-end Reporting | The Solution must be able to report on usage by all Users, down to the individual keystroke where appropriate, with timestamps including changes to master data files.   | Mandatory |                     |                             |
| 160  | 1 - Administration | 3 - Reporting Features  | Volume Reporting                         | The Solution must generate reports that indicate upcoming activity including constraints, such as patients needing discharge or clinic visit capacity  | Mandatory |                     |                             |
| 226  | 1 - Administration | 4 - Practice Management | Activity Scheduling                      | The Solution must include capabilities for scheduling and documenting individual tasks/work items.   | Mandatory |                     |                             |
| 408  | 1 - Administration | 4 - Practice Management | Billing & Insurance                      | The Solution must not require charge codes, invoicing, or other commercially-focused billing activity. Billing and/or charge capture activities are hide-able as appropriate.  | Mandatory |                     |                             |
| 386  | 1 - Administration | 4 - Practice Management | Chart Pre-build                          | The Solution must be able to pre-build a new patient chart prior to the first visit at intake. Pre-build accepted on all commonly-received transition of care documentation including registration, demographic information, translation needs, active medications, allergies, labs, images, and prior history such as hospital discharge summaries, and outpatient after visit summaries. Department of Corrections must be able to define required fields, if any, for chart pre-builds. | Mandatory |                     |                             |
| 58   | 1 - Administration | 4 - Practice Management | Check-in Kiosk / Remote Check-in         | The Solution must include the ability to integrate with a patient kiosk or alternative remote patient check-in.  | Mandatory |                     |                             |
| 677  | 1 - Administration | 4 - Practice Management | Dental Progress Notes                    | The Solution must include the ability for the dental team to enter progress notes specific to any dental treatment provided.   | Mandatory |                     |                             |
| 673  | 1 - Administration | 4 - Practice Management | Dental Treatment Plan                    | The Solution must include the ability to generate a plan of treatment by clicking areas of decay or other issues (such as cracked tooth or non-restorable tooth) on specific teeth in the graphic display of the dentition. For example, if the dentist marks the tooth to indicate that the tooth requires removal, the treatment plan would list that tooth as requiring removal.  | Mandatory |                     |                             |
| 227  | 1 - Administration | 4 - Practice Management | Documenting Rounds                       | The Solution must include capabilities for documenting and data capture done during clinician rounding, without needing to create an encounter or file a full progress note. Solution must present the rounding documentation in the order that the clinician will see those patients.   | Mandatory |                     |                             |
| 222  | 1 - Administration | 4 - Practice Management | Drug and Alcohol Treatment               | The Solution must include features for treatment of addiction to drugs or alcohol.   | Mandatory |                     |                             |

## Oregon Department of Corrections EHR Solution Requirements

| Oregon Department of Corrections EHR Solution Requirements |                           |                           |   |   |           | Enter Code<br>1 - 6 |                             |
|--|---------------------------|---------------------------|---|---|-----------|---------------------|-----------------------------|
| ID   | Category                  | Sub-Category              | Title   | Functionality Description   | Priority  | Proposer Input      | Proposer Narrative Response |
| 669  | 1 - Administration        | 4 - Practice Management   | Encounters  | The Solution must include the ability to group tasks commonly done together in the context of a clinician visit and display the documentation for those tasks in ODOC-defined order. Encounter templates are configurable and adaptable by ODOC. Encounter templates are searchable and can be suggested to the clinician upon entry into the chart.                    | Mandatory |                     |                             |
| 102  | 1 - Administration        | 4 - Practice Management   | Flexible Treatment Plans                              | The Solution must include flexible treatment plans that can be re-prioritized and modified as needed. Treatment plans are viewable as a whole or in parts as needed by User.  | Mandatory |                     |                             |
| 544  | 1 - Administration        | 4 - Practice Management   | Group Activity documentation                          | The Solution must have the ability to document group activities such as behavioral health treatment, substance use disorder, or treatment and programming. Solution must support a clinician in writing the common parts once, filed though in each respective patients chart, and separately documenting on each individual chart the unique parts of the group visit. | Mandatory |                     |                             |
| 245  | 1 - Administration        | 4 - Practice Management   | Hospice Care  | The Solution must include the ability to capture hospice or end-of-life care.   | Mandatory |                     |                             |
| 207  | 1 - Administration        | 4 - Practice Management   | Intra-system Transfers                                | The Solution must include an encounter template/type for handling intra-system transfers between institutions.  | Mandatory |                     |                             |
| 237  | 1 - Administration        | 4 - Practice Management   | Multi-clinician Meeting Documentation                 | The Solution must have the ability to document a meeting of a multi-clinician encounter. Solution must be able to associate all clinicians present to the encounter and subsequent progress note.   | Mandatory |                     |                             |
| 225  | 1 - Administration        | 4 - Practice Management   | On-call Documentation                                 | The Solution must include an encounter template/type for documenting crisis/on call.  | Mandatory |                     |                             |
| 260  | 1 - Administration        | 4 - Practice Management   | Optometry Services                                    | The Solution must include the ability to document an eye exam and other vision diagnostics. Solution must be able to produce eye diagram in chart. Eye diagram can be charted on.   | Mandatory |                     |                             |
| 685  | 1 - Administration        | 4 - Practice Management   | Patient Identification                                | The Solution must use the inmate/patient's State Identification Number(SID) number as the means to identify and access any inmate/patient information.  | Mandatory |                     |                             |
| 236  | 1 - Administration        | 4 - Practice Management   | Patient Treatment Plan Configurable Template Creation | The Solution must be able to create site-specific care plans, care protocols, and guideline documents by an authorized administrator. (templates – initial and long term/ongoing).  | Mandatory |                     |                             |
| 235  | 1 - Administration        | 4 - Practice Management   | Patient Treatment Plan Templates                      | The Solution must include standard treatment plan templates documenting for behavioral / mental health.   | Mandatory |                     |                             |
| 546  | 1 - Administration        | 4 - Practice Management   | Progress Note Templates                               | The Solution must be able to pre-populate progress notes based upon User-defined or centrally-defined templates. Pre-populated elements and language are further editable by User.  | Mandatory |                     |                             |
| 382  | 1 - Administration        | 4 - Practice Management   | Progress Notes  | The Solution must include the ability to file documentation of a patient encounter or intervention. Solution must support progress notes that are reportable, configurable and can serve as triggers for other actions, like encounter closure.   | Mandatory |                     |                             |
| 535  | 1 - Administration        | 4 - Practice Management   | Scanned Attachments                                   | The Solution must provide the configurable ability to create a review task for the provider of record when their patient's record is amended with a scanned attachment.   | Mandatory |                     |                             |
| 387  | 1 - Administration        | 4 - Practice Management   | Specialty Encounters                                  | The Solution must include the ability to support and schedule nurse-driven visits and encounters with clinical support staff, like medical assistants, social workers, etc.   | Mandatory |                     |                             |
| 204  | 1 - Administration        | 4 - Practice Management   | Task Lists & Work Queue                               | The Solution must have capabilities for providing work (or task) lists that show items needing completion or review such as lab/diagnostic results, reports, items needing signature and follow-up items.   | Mandatory |                     |                             |
| 98   | 1 - Administration        | 4 - Practice Management   | Treatment Plan Change Tracking                        | The Solution must include the ability to track modifications and display to User changes to treatment plans. The Solution must be able to group tracked changes in a clinically relevant way such as "resolved", "new", etc. Solution must be able to report changes over time.   | Mandatory |                     |                             |
| 674  | 1 - Administration        | 4 - Practice Management   | Treatment Prioritization                              | The Solution must allow a method to assign a numerical priority rating to each treatment as listed on the treatment plan.   | Mandatory |                     |                             |
| 545  | 1 - Administration        | 4 - Practice Management   | Treatment Team  | The Solution must have the ability to assign and maintain clinician users to a patient's care team. Solution automatically updates notifications and work queue tasks upon change of care team members. Solution must support routing of orders, gap of care alerts, work queue items, etc. based upon currently assigned care team.                                    | Mandatory |                     |                             |
| 231  | 1 - Administration        | 4 - Practice Management   | Treatment Team Assignment Manager                     | The Solution must include the ability to assign and update care team members individually or in batches.  | Mandatory |                     |                             |
| 682  | 1 - Administration        | 4 - Practice Management   | Treatment Team Dentists                               | The Solution must include a patient's medical information and prescribed medications that are relevant to their upcoming dental services (as determined by ODOC dentists) in the dental record so that dentists do not have to search medical history.  | Mandatory |                     |                             |
| 398  | 1 - Administration        | 4 - Practice Management   | Unique Identifier                                     | The Solution must assign and manage unique identifiers to patient records. Solution must support multiple unique identifiers, including external unique identifiers like enterprise master patient index (EMPI). Solution must support a custom unique identifier as needed by DOC.   | Mandatory |                     |                             |
| 202  | 109 - Flowsheet & Results | 112 - Flowsheet & Results | Advanced Directives                                   | The Solution must have the ability to capture, display, and track advanced directives.  | Mandatory |                     |                             |
| 277  | 109 - Flowsheet & Results | 112 - Flowsheet & Results | Annual Physicals                                      | The Solution must include features utilized to capture annual physicals.  | Mandatory |                     |                             |
| 395  | 109 - Flowsheet & Results | 112 - Flowsheet & Results | Assessment Builder                                    | The Solution must include an ability to assemble structured data fields of any type in any order to create guided assessments as defined by DOC.  | Mandatory |                     |                             |
| 210  | 109 - Flowsheet & Results | 112 - Flowsheet & Results | Behavioral Health Screening                           | The Solution must include screenings for behavioral health, sex offender treatment, and substance use treatment.  | Mandatory |                     |                             |

Oregon Department of Corrections EHR Solution Requirements

| Oregon Department of Corrections EHR Solution Requirements |                           |                           |  |   |           | Enter Code<br>1 - 6 |                             |
|--|---------------------------|---------------------------|--|---|-----------|---------------------|-----------------------------|
| ID   | Category                  | Sub-Category              | Title  | Functionality Description   | Priority  | Proposer Input      | Proposer Narrative Response |
| 392  | 109 - Flowsheet & Results | 112 - Flowsheet & Results | Capture Structured Data                      | The Solutions must have the capability to capture discrete, structured data. Solution must be able to capture multiple values for the same field, organized by time of capture. The Solution must enable User to view longitudinally across values, with all values reportable. | Mandatory |                     |                             |
| 407  | 109 - Flowsheet & Results | 112 - Flowsheet & Results | Chain of Custody Tracking                    | The Solution must include chain of custody tracking for items such as blood admin, specimen collection, etc.  | Mandatory |                     |                             |
| 406  | 109 - Flowsheet & Results | 112 - Flowsheet & Results | Charting By Exception                        | The Solution must include the ability to set regular assessments such that in instances of frequent review without significant day-to-day change, the previous assessment's results can be carried through, with only changes/exceptions marked.                                | Mandatory |                     |                             |
| 394  | 109 - Flowsheet & Results | 112 - Flowsheet & Results | Create/Delete/Edit Tables by User            | The Solution must include an ability for a sufficiently privileged User to create a new flowsheet of any type or edit an existing flowsheet.  | Mandatory |                     |                             |
| 396  | 109 - Flowsheet & Results | 112 - Flowsheet & Results | Data manipulation capable                    | The Solution must include the ability for flowsheet rows to accept basic calculations and if/thens within the same row or to drive new rows.  | Mandatory |                     |                             |
| 244  | 109 - Flowsheet & Results | 112 - Flowsheet & Results | Documenting Activities of Daily Living (ADL) | The Solution must include the ability to document care for activities of daily living (ADL) as is typically provided by nursing aides or in a long-term care (LTC) facility. (e.g., bathing/showering, toileting, turning and turn schedules, brushing teeth).                  | Mandatory |                     |                             |
| 537  | 109 - Flowsheet & Results | 112 - Flowsheet & Results | Expected Release Date                        | The Solution must be able to capture expected release date. Release date data field is used to trigger release planning activities such as provider visits, continuity of care work queue tasks, etc.   | Mandatory |                     |                             |
| 206  | 109 - Flowsheet & Results | 112 - Flowsheet & Results | Intake Screening                             | The Solution must have the capability for intake / reception screening for medical, behavioral health, substance use disorder and dental.   | Mandatory |                     |                             |
| 393  | 109 - Flowsheet & Results | 112 - Flowsheet & Results | Pre-built tables                             | The Solution must include any pre-built or pre-configured flow sheets often included with commercial off-the-shelf (COTS) EHR products, such as vitals, demographics, etc.  | Mandatory |                     |                             |
| 539  | 109 - Flowsheet & Results | 112 - Flowsheet & Results | Shift Change Documentation                   | The Solution must include a flowsheet for documenting the clinical handoff that occurs at shift change.   | Mandatory |                     |                             |
| 397  | 109 - Flowsheet & Results | 112 - Flowsheet & Results | Triggers                                     | The Solution must be able to generate work queue, pending orders, referrals, and other items based upon entry, value, or other characteristics.   | Mandatory |                     |                             |
| 464  | 114 - Non-Functional      | 116 - Data Management     | Audit Trail                                  | The Solution must have the ability to provide detailed audit information on all data accessed or changed within The Solution. This includes user ID, Date, Time, data before and after change   | Mandatory |                     |                             |
| 438  | 114 - Non-Functional      | 116 - Data Management     | Data Ownership                               | The Solution must maintain that all data contained within the Solution is the property of ODOC, who must retain the exclusive rights of use now and in perpetuity.  | Mandatory |                     |                             |
| 477  | 114 - Non-Functional      | 116 - Data Management     | ETL  | The Solution must support the Extract, Transform and Load (ETL) processes via real-time web services or batch processes.  | Mandatory |                     |                             |
| 479  | 114 - Non-Functional      | 116 - Data Management     | Hosting Locations                            | The Solution must certifiable that any and all Department data must reside in data centers located in the continental United States.  | Mandatory |                     |                             |
| 493  | 114 - Non-Functional      | 116 - Data Management     | Import / Export                              | The Solution must provide a mechanism for bulk import / export of AIC health records.   | Mandatory |                     |                             |
| 415  | 114 - Non-Functional      | 116 - Data Management     | Policy Compliance                            | The Solution must be able to enforce the Federal, state and DOC data retention policies. Oregon: All medical records must be kept for a period of at least seven years after the date of discharge  | Mandatory |                     |                             |
| 413  | 114 - Non-Functional      | 116 - Data Management     | Release of Information                       | The Solution must provide a Release of Information (ROI) process that enables the patient to control access to his/her data including: who has access, how data can be accessed, what can be accessed, when it can be accessed, and who has access with whom.                   | Mandatory |                     |                             |
| 419  | 114 - Non-Functional      | 116 - Data Management     | Release of Information                       | The Solution must provide sharing of AIC health record with external entities while honoring HIPAA and State of Oregon release of information rules.  | Mandatory |                     |                             |
| 494  | 114 - Non-Functional      | 117 - Integration         | AIC Schedules                                | The Solution must enable HS staff to see AIC schedules when scheduling AIC healthcare appointments.   | Mandatory |                     |                             |
| 495  | 114 - Non-Functional      | 117 - Integration         | AIC Special Needs                            | The Solution must enable Non-HS staff to see AIC special needs updates in real-time. This must be controlled by permission based access only.   | Mandatory |                     |                             |
| 499  | 114 - Non-Functional      | 117 - Integration         | APIs   | The Solution's supported APIs must include HL7 FHIR, HL7 SAIF, and C-CDA  | Mandatory |                     |                             |
| 480  | 114 - Non-Functional      | 117 - Integration         | CIS Integration                              | The Solution must provide real-time read/write access to AIC information from ODOC sources on a real-time or near real-time basis.  | Mandatory |                     |                             |
| 496  | 114 - Non-Functional      | 117 - Integration         | External Sharing                             | The Solution must be able to receive and share AIC patient data with external entities  | Mandatory |                     |                             |
| 472  | 114 - Non-Functional      | 117 - Integration         | Health Information Exchange                  | The Solution must standardize the structure and visibility of data and applications to support automated integration with Health Information Exchanges (HIEs) and other healthcare delivery entities.   | Mandatory |                     |                             |
| 516  | 114 - Non-Functional      | 117 - Integration         | ODOC Integration and Interfaces              | The Proposer must work with ODOC to establish required interfaces as defined in the detailed scope of work.   | Mandatory |                     |                             |
| 578  | 114 - Non-Functional      | 117 - Integration         | PDF & XML Output                             | The Solution must generate output in PDF and XML formats as needed.   | Mandatory |                     |                             |
| 113  | 114 - Non-Functional      | 117 - Integration         | Reporting Compatibility                      | The Solution database must be compatible with Crystal Reports.  | Mandatory |                     |                             |
| 521  | 114 - Non-Functional      | 117 - Integration         | XML  | The Proposer's Solution must use XML standard messaging format to ensure interoperability.  | Mandatory |                     |                             |
| 443  | 114 - Non-Functional      | 118 - Technical           | 3rd Parties                                  | The Proposer must ensure that third party business partners are seamlessly integrated into the proposed Solution. Describe any third party components that are proposed as part of the Solution.  | Mandatory |                     |                             |
| 487  | 114 - Non-Functional      | 118 - Technical           | ADA Compliance                               | The Solution must provide user interface for users with disabilities compliant with ADA interface guidelines, as applicable.  | Mandatory |                     |                             |
| 444  | 114 - Non-Functional      | 118 - Technical           | Architecture                                 | The Proposer must provide a description of their proposed technical architecture including what components are loaded on the client, what components are loaded on the server, etc.   | Mandatory |                     |                             |

## Oregon Department of Corrections EHR Solution Requirements

| Oregon Department of Corrections EHR Solution Requirements |                      |                                       |   |   |           | Enter Code<br>1 - 6 |                             |
|--|----------------------|---------------------------------------|---|---|-----------|---------------------|-----------------------------|
| ID   | Category             | Sub-Category                          | Title   | Functionality Description   | Priority  | Proposer Input      | Proposer Narrative Response |
| 433  | 114 - Non-Functional | 118 - Technical                       | Audit Trail   | The Solution must contain information necessary to meet Health Information Technology for Economic and Clinical Health Act (HITECH) auditing standards.   | Mandatory |                     |                             |
| 670  | 114 - Non-Functional | 118 - Technical                       | Barcode   | The Solution must include barcode capabilities that can be utilized across multiple functions, including but not limited to pharmacy/medication line (medline), Durable Medical Equipment (DME), etc.   | Mandatory |                     |                             |
| 445  | 114 - Non-Functional | 118 - Technical                       | Code, Lists, Lookup Values                              | Wherever practical and appropriate, the Solution must be designed so that business rule parameters and code lookup tables can be easily updated without changing the overall application program logic.   | Mandatory |                     |                             |
| 488  | 114 - Non-Functional | 118 - Technical                       | Ease of use - Modify Appearance                         | The Solution must provide users with the ability to move, re-size, and modify the appearance of display windows, to select sound and volume of audio alerts, and to save modifications in a user profile.   | Mandatory |                     |                             |
| 481  | 114 - Non-Functional | 118 - Technical                       | Input e-signature                                       | The Solution must support capture of electronic signature via e-signature pads.   | Mandatory |                     |                             |
| 450  | 114 - Non-Functional | 118 - Technical                       | Legal   | The Proposer must ensure that all Solution technologies implemented are in compliance with any End User Licensing Agreements or other licensing arrangements.   | Mandatory |                     |                             |
| 608  | 114 - Non-Functional | 118 - Technical                       | Multiple Environments                                   | The Solution must have development, test, training, performance, staging and production areas.  | Mandatory |                     |                             |
| 469  | 114 - Non-Functional | 118 - Technical                       | Radiology Lab integration                               | The Solution supports the real-time and batch upload and download of radiology images with radiology labs.  | Mandatory |                     |                             |
| 523  | 114 - Non-Functional | 118 - Technical                       | Third Party Licensing                                   | The Proposer must identify 3rd party licenses in use in Solution.   | Mandatory |                     |                             |
| 609  | 114 - Non-Functional | 118 - Technical                       | Training Environment                                    | The training environments of the Solution must closely simulate the production environment of the Solution.   | Mandatory |                     |                             |
| 518  | 114 - Non-Functional | 118 - Technical                       | Update Currency   | Unless otherwise mutually agreed to in writing, the Proposer must maintain any and all hardware and software products required to support the Proposer's Solution at their most current major version (patches, fixes, upgrades, and releases for all software, firmware and operating systems) or no more than one version back from the most current major version.   | Mandatory |                     |                             |
| 607  | 114 - Non-Functional | 118 - Technical                       | Upgradable  | The Solution must be upgradable without modifying existing configuration values. An exception is made for any values that the new version uses in different ways from the previous version.   | Mandatory |                     |                             |
| 451  | 114 - Non-Functional | 118 - Technical                       | Workflow Configurable                                   | The Solution must be configurable to achieve conformance with DOC workflows.  | Mandatory |                     |                             |
| 470  | 114 - Non-Functional | 118 - Technical                       | X-Ray Capture & Review                                  | The Solution must provide the ability to capture and retrieve/review X-rays simultaneously in real-time at usable resolution.   | Mandatory |                     |                             |
| 436  | 114 - Non-Functional | 119 - Standards/Regulation/Compliance | ADA   | The Solution must conform to the sub-parts of Section 508 of the Americans with Disabilities Act (ADA), and any other appropriate State or federal disability legislation, as applicable. Refer to <a href="http://www.ada.gov/508/">http://www.ada.gov/508/</a> and <a href="https://www.oregon.gov/documents/state-website-guidelines.pdf">https://www.oregon.gov/documents/state-website-guidelines.pdf</a>  | Mandatory |                     |                             |
| 602  | 114 - Non-Functional | 119 - Standards/Regulation/Compliance | Business Associate agreement                            | The Proposer and their subcontractors must execute and adhere to a HIPAA Business Associate agreement.  | Mandatory |                     |                             |
| 199  | 114 - Non-Functional | 119 - Standards/Regulation/Compliance | CEHRT   | The Solution must be Certified EHR Technology (CEHRT) in accordance with the definition provided in 45 CFR Part 170.102 required for Stage 1 and Stage 2 of meaningful use in calendar year 2015 and subsequent years.<br><br><a href="https://www.federalregister.gov/documents/2020/05/01/2020-07419/21st-century-cures-act-interoperability-information-blocking-and-the-onc-health-it-certification">https://www.federalregister.gov/documents/2020/05/01/2020-07419/21st-century-cures-act-interoperability-information-blocking-and-the-onc-health-it-certification</a> | Mandatory |                     |                             |
| 442  | 114 - Non-Functional | 119 - Standards/Regulation/Compliance | Continental US Hosting                                  | The Proposer must ensure that all ODOC data stored off-site (including data "in the cloud") by the Solution must be stored in data centers residing within the continental United States of America.  | Mandatory |                     |                             |
| 551  | 114 - Non-Functional | 119 - Standards/Regulation/Compliance | Digital Signature                                       | The Solution must comply with NIST Federal Information Processing Standards (FIPS) Publication 186-4: Digital Signature Standard as required by CMS for use of secure algorithms in digital signatures.   | Mandatory |                     |                             |
| 437  | 114 - Non-Functional | 119 - Standards/Regulation/Compliance | Electronic Signature                                    | The Solution must support and comply with the Uniform Electronic Transactions Act (UETA) and the Electronic Signatures in Global and National Commerce Act (ESIGN) when capturing electronic signatures.  | Mandatory |                     |                             |
| 603  | 114 - Non-Functional | 119 - Standards/Regulation/Compliance | e-signature   | The Solution must comply with all Oregon ORS 84 (Uniform Electronic Transaction Act)  | Mandatory |                     |                             |
| 491  | 114 - Non-Functional | 119 - Standards/Regulation/Compliance | FedRAMP   | The Solution's hosting environment for all components must be compliant with Statement on Standards for Attestation Engagements (SSAE-18) SOC 2 Type 2 and have Federal Risk and Authorization Management Program (FedRAMP) Certification, FedRAMP Risk Assessment that indicates compliance, or has a documented NIST 800-53 rev 4 or higher at a "moderate" system risk assessment designation.   | Mandatory |                     |                             |
| 552  | 114 - Non-Functional | 119 - Standards/Regulation/Compliance | Harmonized Security and Privacy Framework               | The Solution must comply with Harmonized Security and Privacy Framework - Exchange Reference Architecture Supplement Version 1.0 and as required by CMS.  | Mandatory |                     |                             |
| 572  | 114 - Non-Functional | 119 - Standards/Regulation/Compliance | National Commission on Correctional Health Care (NCCHC) | The Solution must provide the configurability required to enable implementation of and adherence to NCCHC policy, auditing and reporting requirements to achieve and maintain accreditation.  | Mandatory |                     |                             |
| 527  | 114 - Non-Functional | 119 - Standards/Regulation/Compliance | ONC   | The Solution must be certified as CERHT 2015 by an ONC ATCB   | Mandatory |                     |                             |
| 550  | 114 - Non-Functional | 119 - Standards/Regulation/Compliance | Secure Hash   | The Solution must comply with NIST Federal Information Processing Standards (FIPS) Publication 180-4: Secure Hash Standards as required by CMS for use of secure hash algorithms  | Mandatory |                     |                             |

# Oregon Department of Corrections EHR Solution Requirements

| Oregon Department of Corrections EHR Solution Requirements |                      |                                       |                              |   |           | Enter Code<br>1 - 6 |                             |
|--|----------------------|---------------------------------------|------------------------------|---|-----------|---------------------|-----------------------------|
| ID   | Category             | Sub-Category                          | Title                        | Functionality Description   | Priority  | Proposer Input      | Proposer Narrative Response |
| 553  | 114 - Non-Functional | 119 - Standards/Regulation/Compliance | Web Services                 | The Solution must comply with OASIS Web Services Security - Simple Object Access Protocol (SOAP) Message Security Version 1.1 Specifications as required by CMS to build secure web services to implement message content integrity and confidentiality.  | Mandatory |                     |                             |
| 556  | 114 - Non-Functional | 121 - Hardware                        | Desktop computer             | The Solution must be accessible by all users via the ODOC desktop/laptop minimum configuration of Windows 10, 10th Generation Intel Core i5-10600, 16G RAM, vPro Manageability, Intel Integrated Graphics.  | Mandatory |                     |                             |
| 383  | 114 - Non-Functional | 121 - Hardware                        | Dictation                    | The Solution must support and include software and hardware that enable dictation as an input method into The Solution.   | Mandatory |                     |                             |
| 391  | 114 - Non-Functional | 121 - Hardware                        | Dispense Security            | The Solution must support and include technology certified compliant with DEA's Interim Final Rule (IFR) for Electronic Prescriptions for Controlled Substances - March 31, 2010. 75 FR 16236<br><br>Levels: Pharmacy, Controlled Substances  | Mandatory |                     |                             |
| 429  | 114 - Non-Functional | 121 - Hardware                        | e-signature                  | The Solution must support devices enabling the capture of e-signature (e.g., button, PIN, biometric, token, digital signature) that is compliant with HIPAA and other OR state regulations.   | Mandatory |                     |                             |
| 180  | 114 - Non-Functional | 121 - Hardware                        | Monitoring Devices           | The Solution must interface with medical devices (e.g., glucometers) to obtain and record clinical information.   | Mandatory |                     |                             |
| 606  | 114 - Non-Functional | 121 - Hardware                        | ODOC Printers                | The Solution must enable authorized users to direct printing to appropriate printers on ODOC networks.  | Mandatory |                     |                             |
| 555  | 114 - Non-Functional | 121 - Hardware                        | Tablets                      | The Solution must support portable access to The Solution via the use of a Tablet P.C. or handheld device.  | Mandatory |                     |                             |
| 468  | 114 - Non-Functional | 121 - Hardware                        | X-Ray Machines               | The Solution must provide the capability to capture and store and retrieve x-rays via identified X-ray machines.  | Mandatory |                     |                             |
| 439  | 114 - Non-Functional | 122 - Software                        | Web-based Access             | Solution web-based applications must be accessible through Microsoft Edge running on Windows 10 (1909) or above operating system, the DOC browser standard. If the Solution requires additional components, technical details of those components must be provided.   | Mandatory |                     |                             |
| 568  | 114 - Non-Functional | 124 - Role Based Access Control       | RBAC - Data                  | The Solution must enable the administrator to control the scope of data access at the patient level, type of data (Physical, Behavioral, Dental, Pharmacy/Medications), by specific designated restricted or sensitive attributes (e.g., human immunodeficiency virus (HIV), mental health treatment data), by database views, stored procedures, etc. This hierarchical control must include control of read, write, and delete. | Mandatory |                     |                             |
| 571  | 114 - Non-Functional | 124 - Role Based Access Control       | RBAC - Privileges            | The Solution must enable the administration of user access control by enabling the creation, modification and suspension of privileges or rights, which manage and control scope of access to both data objects (read/write/delete) and activities (system functionality).  | Mandatory |                     |                             |
| 570  | 114 - Non-Functional | 124 - Role Based Access Control       | RBAC - Roles                 | The Solution must enable the administration of user roles which can themselves encompass defined user roles in a hierarchical fashion. Administration of roles includes the creation, modification and suspension of roles and assignment of privileges.  | Mandatory |                     |                             |
| 610  | 114 - Non-Functional | 125 - Performance                     | Agreed Responsiveness        | The Solution must provide response times within a time frame agreed to with ODOC. What your average response times for:<br>Placing an order?<br>Retrieving a patient record?<br>Scheduling an appointment?<br>Administering a medication?   | Mandatory |                     |                             |
| 611  | 114 - Non-Functional | 125 - Performance                     | Batch Processes              | The Solution must complete batch processes within the time frame specified without impacting transactional system performance.  | Mandatory |                     |                             |
| 466  | 114 - Non-Functional | 125 - Performance                     | Image Storage and Retrieval  | The Solution must scale to support the storage and retrieval of all document images saved to the Solution.  | Mandatory |                     |                             |
| 612  | 114 - Non-Functional | 125 - Performance                     | Performance Testing          | The Solution must include performance tests that verify that the system production environment will perform at capacities identified in the Capacity Requirements.  | Mandatory |                     |                             |
| 467  | 114 - Non-Functional | 125 - Performance                     | Report Impact                | The Solution must have the ability to generate reports without performance impact to user access or system response time.   | Mandatory |                     |                             |
| 613  | 114 - Non-Functional | 125 - Performance                     | Response Time: Care Delivery | The Solution must provide a response time of one (1) second or less between the user request and The Solution response. A longer response time may be acceptable when requesting large reports, uploading files, document images, and accessing external interfaces.  | Mandatory |                     |                             |
| 492  | 114 - Non-Functional | 125 - Performance                     | Robust Environment           | The Solution must provide the ability to run multiple sessions /environments/applications/areas/views simultaneously. This includes providing sufficient environments and configurations (e.g., multiple environments, multiple application layers, hub architecture) necessary to perform all required functions (e.g., testing, training, production operations, modeling, disaster recovery).                                  | Mandatory |                     |                             |
| 614  | 114 - Non-Functional | 125 - Performance                     | Scalable                     | The Solution must be scalable to meet fluctuating levels of activity. Proposer must describe how this will be met.  | Mandatory |                     |                             |
| 463  | 114 - Non-Functional | 126 - Archival/Retention              | Chart Archival               | The Solution must have the ability to archive data per the department's required record retention schedules of a minimum of seven (7) years.  | Mandatory |                     |                             |
| 573  | 114 - Non-Functional | 126 - Archival/Retention              | Completion Verification      | The Solution must monitor the archive process and report the success/failure of the archive.  | Mandatory |                     |                             |
| 574  | 114 - Non-Functional | 126 - Archival/Retention              | Delete Archived Chart        | The Solution must provide the capability to selectively delete archived records as defined by configurable business rules, per Federal and State law.   | Mandatory |                     |                             |
| 577  | 114 - Non-Functional | 126 - Archival/Retention              | ETL/DW Support               | The Solution archival system will support de-identified data extraction and prevent archival until extraction has occurred.   | Mandatory |                     |                             |



## Oregon Department of Corrections EHR Solution Requirements

| Oregon Department of Corrections EHR Solution Requirements |                      |                                |                              |   |           | Enter Code<br>1 - 6 |                             |
|--|----------------------|--------------------------------|------------------------------|---|-----------|---------------------|-----------------------------|
| ID   | Category             | Sub-Category                   | Title                        | Functionality Description   | Priority  | Proposer Input      | Proposer Narrative Response |
| 575  | 114 - Non-Functional | 126 - Archival/Retention       | Retention Verification       | The Solution must perform routine (configurable schedule) review of the archived data to verify no loss of archived records and verify the ability to retrieve these records.   | Mandatory |                     |                             |
| 127  | 114 - Non-Functional | 126 - Archival/Retention       | Retired Chart Reporting      | The Solution must be able to archive patient charts such that the chart is retained but the recorded chart information is not included in active patient reporting, panel management, etc.  | Mandatory |                     |                             |
| 576  | 114 - Non-Functional | 126 - Archival/Retention       | Update Archived Chart        | The Solution must store archived data in a manner that is retrievable by ODOC for viewing and updating through the application user interface.  | Mandatory |                     |                             |
| 473  | 114 - Non-Functional | 127 - Backup and Recovery      | Backup and Retention         | The Proposer must be responsible for backup and retention of data.  | Mandatory |                     |                             |
| 461  | 114 - Non-Functional | 127 - Backup and Recovery      | Downtime                     | The Proposer must ensure that Functional Solution downtimes (i.e., unacceptably slow response time) are identified and addressed proactively.   | Mandatory |                     |                             |
| 589  | 114 - Non-Functional | 127 - Backup and Recovery      | Incremental and Full Backups | The Solution must be able to perform incremental and full system backups.   | Mandatory |                     |                             |
| 590  | 114 - Non-Functional | 127 - Backup and Recovery      | Lossless data recovery       | The Solution must restore and maintain data integrity without data loss, regardless of whether the Solution was backed up with users on-line or not.  | Mandatory |                     |                             |
| 591  | 114 - Non-Functional | 127 - Backup and Recovery      | Mechanism                    | The Solution must provide a mechanism that allows the system to backup and recover data.  | Mandatory |                     |                             |
| 460  | 114 - Non-Functional | 127 - Backup and Recovery      | Mitigation                   | The Solution must provide a comprehensive testing and monitoring strategy to prevent and manage Solution downtime events.   | Mandatory |                     |                             |
| 592  | 114 - Non-Functional | 127 - Backup and Recovery      | Point in Time                | The Solution must have the ability for point in time recovery.  | Mandatory |                     |                             |
| 593  | 114 - Non-Functional | 127 - Backup and Recovery      | Reconnect                    | The Solution must automatically reconnect to resources, services or applications that were temporarily unavailable once the resources, services, or applications become available.  | Mandatory |                     |                             |
| 594  | 114 - Non-Functional | 127 - Backup and Recovery      | Restore from Backups         | The Solution must be able to restore file(s) from incremental or full system backups.   | Mandatory |                     |                             |
| 456  | 114 - Non-Functional | 128 - Care Delivery Continuity | Communications               | The Solution must provide a communication strategy that does not rely on the computing infrastructure during downtime and recovery periods.   | Mandatory |                     |                             |
| 599  | 114 - Non-Functional | 128 - Care Delivery Continuity | Disaster Recovery Plan       | The Solution includes a collaboratively developed HIPAA compliant Business Continuity and Disaster Recovery Plan (DRP) that is designed to reduce the impact of a major disruption of key Care Delivery functions and processes in the proposed Solution. | Mandatory |                     |                             |
| 454  | 114 - Non-Functional | 128 - Care Delivery Continuity | Paper Forms                  | The Solution must provide availability of paper forms to replace key Solution functions during downtimes.   | Mandatory |                     |                             |
| 457  | 114 - Non-Functional | 128 - Care Delivery Continuity | Policies and Procedures      | The Solution must provide written policies and procedures on Solution downtimes and recovery processes ensure continuity of operations with regard to safe patient care and critical business operations.   | Mandatory |                     |                             |
| 458  | 114 - Non-Functional | 128 - Care Delivery Continuity | Read-Only Temp Solution      | The Solution user interface of the locally maintained backup, read-only EHR Solution is clearly differentiated from the live/production EHR Solution.   | Mandatory |                     |                             |
| 600  | 114 - Non-Functional | 128 - Care Delivery Continuity | High-Availability            | The Solution must allow for redundant data stores and application servers to support business continuity with no data loss.   | Mandatory |                     |                             |
| 455  | 114 - Non-Functional | 128 - Care Delivery Continuity | Training                     | Proposer must ensure ODOC Staff are trained and tested on downtime and recovery reset procedures.   | Mandatory |                     |                             |
| 584  | 114 - Non-Functional | 129 - Availability             | Offline Capability           | The Solution must provide an offline Solution capability that makes available read only access to the next 24 hours of planned care delivery on designated computer hardware.   | Mandatory |                     |                             |
| 585  | 114 - Non-Functional | 129 - Availability             | Planned Maintenance          | Proposer must ensure that Solution planned scheduled maintenance must not exceed two two-hour windows per week from 3:00 AM to 5:00 AM, except as agreed upon by ODOC and Proposer.   | Mandatory |                     |                             |
| 586  | 114 - Non-Functional | 129 - Availability             | Uptime 1                     | The Solution must have 99.9% availability.  | Mandatory |                     |                             |
| 587  | 114 - Non-Functional | 129 - Availability             | Uptime 2                     | The Solution production environment must be accessible 24 hours per day 7 days per week except for approved scheduled downtime as agreed upon by ODOC and Proposer.   | Mandatory |                     |                             |
| 588  | 114 - Non-Functional | 129 - Availability             | User Notification            | The Solution must notify users when the function they are accessing is unavailable.   | Mandatory |                     |                             |
| 656  | 114 - Non-Functional | 130 - Usability                | AIC Language                 | The Solution must provide the patient with language selection option for all pages displayed to the patient.  | Mandatory |                     |                             |
| 657  | 114 - Non-Functional | 130 - Usability                | Dictionary Update            | The Solution must allow authorized users to add words to the "dictionary" used by the Solution for the spell check function.  | Mandatory |                     |                             |
| 484  | 114 - Non-Functional | 130 - Usability                | Ease of use - Error Messages | The Solution must provide error messages that are meaningful, and can be appropriately acted upon, by the users who are likely to see them.   | Mandatory |                     |                             |
| 483  | 114 - Non-Functional | 130 - Usability                | Ease of use - Help           | The Solution must provide online help throughout the Solution interface, including context-sensitive help.  | Mandatory |                     |                             |
| 486  | 114 - Non-Functional | 130 - Usability                | Ease of use - Intuitive      | The Solution must provide end user and administrator functions which are easy to use and intuitive throughout (as may be assessed by a panel of typical users).   | Mandatory |                     |                             |
| 658  | 114 - Non-Functional | 130 - Usability                | English                      | The Solution must display all care delivery pages in English.   | Mandatory |                     |                             |
| 659  | 114 - Non-Functional | 130 - Usability                | Form Prepopulation           | The Solution must provide the capability to pre-populate fields with selected existing database information as business rules dictate.  | Mandatory |                     |                             |
| 660  | 114 - Non-Functional | 130 - Usability                | Look & Feel                  | The Solution must have browser-based user interfaces with a consistent look and feel and common navigation throughout.  | Mandatory |                     |                             |
| 661  | 114 - Non-Functional | 130 - Usability                | Multi-page Results           | The Solution must provide pagination when the number of returned search results exceeds the number of records to be displayed per page.   | Mandatory |                     |                             |
| 662  | 114 - Non-Functional | 130 - Usability                | New Window                   | The Solution must open a new window to display a document linked to a patient's record.   | Mandatory |                     |                             |



# Oregon Department of Corrections EHR Solution Requirements

| Oregon Department of Corrections EHR Solution Requirements |                           |                                       |   |   |           | Enter Code<br>1 - 6 |                             |
|--|---------------------------|---------------------------------------|---|---|-----------|---------------------|-----------------------------|
| ID   | Category                  | Sub-Category                          | Title   | Functionality Description   | Priority  | Proposer Input      | Proposer Narrative Response |
| 663  | 114 - Non-Functional      | 130 - Usability                       | Novice User Guidance                            | The Solution must provide ease of use for novice users by providing a mechanism by which the Solution can guide these users through each step of a process, while enabling power users to access features with little or no support.  | Mandatory |                     |                             |
| 664  | 114 - Non-Functional      | 130 - Usability                       | Query Wizard                                    | The Solution must provide a "wizard" capability for creating ad-hoc queries.  | Mandatory |                     |                             |
| 665  | 114 - Non-Functional      | 130 - Usability                       | Saved Queries and Reports                       | The Solution must support creation and saving of both pre-defined and ad-hoc queries for authorized users.  | Mandatory |                     |                             |
| 666  | 114 - Non-Functional      | 130 - Usability                       | Scheduled Reports                               | The Solution must run queries on a scheduled or user designated basis, and present output in a user defined manner for an authorized internal user.   | Mandatory |                     |                             |
| 667  | 114 - Non-Functional      | 130 - Usability                       | Shortcuts                                       | The Solution must provide industry standard keystroke shortcuts to enable navigation, data entry, and context switching.  | Mandatory |                     |                             |
| 668  | 114 - Non-Functional      | 130 - Usability                       | Spell Check                                     | The Solution must spell check all text fields excluding names.  | Mandatory |                     |                             |
| 579  | 114 - Non-Functional      | 131 - Auditability                    | Audit Log Integrity                             | The Solution must allow access to audit logs as read only. The logs should not be editable under any circumstances regardless of user rights.   | Mandatory |                     |                             |
| 580  | 114 - Non-Functional      | 131 - Auditability                    | Business Rules                                  | The Solution must support an audit trail of business rule changes.  | Mandatory |                     |                             |
| 581  | 114 - Non-Functional      | 131 - Auditability                    | Configuration Changes                           | The Solution must support an audit trail of configuration table changes.  | Mandatory |                     |                             |
| 582  | 114 - Non-Functional      | 131 - Auditability                    | Log Access                                      | The Solution must use Role Based Access Control (RBAC) to control access to audit logs.   | Mandatory |                     |                             |
| 583  | 114 - Non-Functional      | 131 - Auditability                    | Solution Error Log                              | The Solution must track Solution errors in an error log.  | Mandatory |                     |                             |
| 595  | 114 - Non-Functional      | 132 - Capacity                        | Concurrent Active Users                         | The Solution must support 600 active concurrent users   | Mandatory |                     |                             |
| 596  | 114 - Non-Functional      | 132 - Capacity                        | Encounters                                      | The Solution must be capable of handling at least 15,000 encounters per day.  | Mandatory |                     |                             |
| 597  | 114 - Non-Functional      | 132 - Capacity                        | Patient Charts                                  | The Solution must enable at least 55,000 active patient charts. 15,000 base add 30% each year (5,000). Retain minimum 7 years. 15+ (5*7)=50 Add 10% buffer  | Mandatory |                     |                             |
| 641  | 114 - Non-Functional      | 133 - System Operations               | Batch & OLTP                                    | The Solution must allow for concurrent batch and on-line transactions while meeting performance requirements.   | Mandatory |                     |                             |
| 642  | 114 - Non-Functional      | 133 - System Operations               | Batch & OLTP                                    | The Solution must provide the ability to perform multi-processing tasks. (i.e. real time and background processing of large files).   | Mandatory |                     |                             |
| 643  | 114 - Non-Functional      | 133 - System Operations               | Batch Error-Handling                            | The Solution must handle errors created through Solution and batch processes, store related errors and user error messages in a location configurable and reviewable per ODOC requirements, and generate alerts for each batch error in a manner determined by ODOC.  | Mandatory |                     |                             |
| 644  | 114 - Non-Functional      | 133 - System Operations               | Error Instructions                              | The Solution must provide users with clear communications including specific directions to follow in the event of an error.   | Mandatory |                     |                             |
| 645  | 114 - Non-Functional      | 133 - System Operations               | Error Log                                       | The Solution must track Solution errors in an error log in a location configurable by ODOC.   | Mandatory |                     |                             |
| 646  | 114 - Non-Functional      | 133 - System Operations               | Error-Handling                                  | The Solution must employ consistent error-handling routines with clear and concise configurable error messages.   | Mandatory |                     |                             |
| 647  | 114 - Non-Functional      | 133 - System Operations               | File Format                                     | The Solution must import and export information in widely-used file formats, such as but not limited to .csv, xls,.xlsx, xml, .txt, .mdb/.accdb, .dbf, and .ods. The information upload must be allowed by configurable business rules.   | Mandatory |                     |                             |
| 648  | 114 - Non-Functional      | 133 - System Operations               | File Scan                                       | The Solution must scan all incoming electronic files for viruses and other malware.   | Mandatory |                     |                             |
| 649  | 114 - Non-Functional      | 133 - System Operations               | Hosted Environment Monitoring                   | The Solution must provide a user interface that can be utilized by support staff to monitor the online application hosting environment. This includes ability to monitor business processes at run-time as well as capabilities for technical staff to monitor Solution health.   | Mandatory |                     |                             |
| 650  | 114 - Non-Functional      | 133 - System Operations               | Job Scheduler                                   | The Solution must provide a job scheduler with restart and override capabilities, allowing for job triggers, job requirements, on-line documentation, and multiple schedules to process batch transactions.   | Mandatory |                     |                             |
| 651  | 114 - Non-Functional      | 133 - System Operations               | Notifications                                   | The Solution must send notification to appropriate support and business personnel when the Solution determines that exceptions have occurred.   | Mandatory |                     |                             |
| 652  | 114 - Non-Functional      | 133 - System Operations               | OLTP  | The Solution must utilize online transaction processing (real time update) except where otherwise agreed to by ODOC.  | Mandatory |                     |                             |
| 653  | 114 - Non-Functional      | 133 - System Operations               | System Alerts                                   | The Solution must be monitored 24 x 7 by system monitoring software. ODOC must be alerted immediately of system issues or downtime.   | Mandatory |                     |                             |
| 654  | 114 - Non-Functional      | 133 - System Operations               | System Alerts                                   | The Solution must store and provide notifications of system outages, degradations or other unusual circumstances through multiple communication platforms.  | Mandatory |                     |                             |
| 655  | 114 - Non-Functional      | 133 - System Operations               | Work Queues                                     | The Solution must support various work queues including error queues to document exceptions from automated processes that did not complete processing due to errors or unavailability of the service.   | Mandatory |                     |                             |
| 558  | 123 - Document Management | 135 - Document Management             | Document Management                             | The Solution must provide the ability to support scanning, faxing, downloading, importing, and exporting of documents.  | Mandatory |                     |                             |
| 223  | 123 - Document Management | 135 - Document Management             | Documentation Integration                       | The Solution must include the capability to incorporate electronic documents into the appropriate place in the medical record, such as correctly placing bloodwork results into the section of the chart devoted to lab values.   | Mandatory |                     |                             |
| 359  | 16 - Pharmacy             | 24 - Medication Orders                | Restricted Medication Pre-approval Requirements | The Solution must include a pre-approval process for restricted or non-formulary medications, including review/approval by one or more approvers prior to filling a prescription.   | Mandatory |                     |                             |
| 192  | 16 - Pharmacy             | 25 - Medication Administration Record | Barcode Medication and Dosage - MAR             | The Solution must have the ability to record medication/dosage provided via bar-code (without requiring other documentation or other workflow impeding steps).  | Mandatory |                     |                             |
| 370  | 16 - Pharmacy             | 25 - Medication Administration Record | Complex Scenarios - MAR                         | The Solution must include the capability for administration and documentation of complex medication scenarios to include but not limited to nitroglycerin, steroid tapers, sliding-scale insulin, and PRN medications. The PRN prescription stands for 'pro re nata,' which means that the administration of medication is not scheduled. Instead, the prescription is taken as needed. | Mandatory |                     |                             |

## Oregon Department of Corrections EHR Solution Requirements

| ID  | Category              | Sub-Category                          | Title                                      | Functionality Description   | Priority  | Proposer Input | Proposer Narrative Response |
|-----|-----------------------|---------------------------------------|--|---|-----------|----------------|-----------------------------|
| 368 | 16 - Pharmacy         | 25 - Medication Administration Record | KOP-to-Nurse Transition - MAR              | The Solution must include functionality for a patient to have self-carry medications ordered, commit a rule violation or go into segregation, and have their medications collected and nurse dispensed. The Solution must have the ability to switch a medication order from self-carry administration to nurse dispensed administration without requiring a new order. | Mandatory |                |                             |
| 399 | 16 - Pharmacy         | 25 - Medication Administration Record | MAR Date Shift                             | The Solution must include the ability to cascade MAR dates in the event that a scheduled date is skipped. "Push Date" can be configured at the administrative level to complete upon acknowledgment or automatically at ODOC direction. "Push Date" feature also allows for manual adjustments where needed.  | Mandatory |                |                             |
| 362 | 16 - Pharmacy         | 25 - Medication Administration Record | Medication Administration - MAR            | The Solution must include electronic documentation of administration of medications to patients. Include capabilities for recording, tracking and auditing medication administration records.   | Mandatory |                |                             |
| 366 | 16 - Pharmacy         | 25 - Medication Administration Record | Off-line Capabilities - MAR                | The Solution must include "off-line" capabilities for administration of medication in case of network/internet failure.   | Mandatory |                |                             |
| 367 | 16 - Pharmacy         | 25 - Medication Administration Record | Paper / Printed MAR                        | The Solution must have the ability to generate a paper/printed Medication Administration Record (MAR) as back-up to the eMAR.   | Mandatory |                |                             |
| 364 | 16 - Pharmacy         | 25 - Medication Administration Record | Renewals and Refills - MAR                 | The Solution must include capabilities for medication order renewals and/or refills, including alerts that indicate order expiration.   | Mandatory |                |                             |
| 371 | 16 - Pharmacy         | 25 - Medication Administration Record | Vital Sign Assessment - MAR                | The Solution must include the ability to record pertinent vital signs that must be assessed prior to administering a medication, e.g., pulse with digoxin, blood glucose with insulin.  | Mandatory |                |                             |
| 344 | 16 - Pharmacy         | 64 - Pharmacy Management              | Automated Dispensing                       | The Solution must have interface with automated dispensing cabinets such as Pyxis.  | Mandatory |                |                             |
| 339 | 16 - Pharmacy         | 64 - Pharmacy Management              | Controlled Formulary                       | The Solution must have the ability to support a controlled formulary.   | Mandatory |                |                             |
| 343 | 16 - Pharmacy         | 64 - Pharmacy Management              | Controlled Substance Ordering System       | The Solution must support the use of the DEA Control Substance Ordering System (CSOS) and the Prescription Drug Monitoring Program (PDMP).  | Mandatory |                |                             |
| 351 | 16 - Pharmacy         | 64 - Pharmacy Management              | CPOE/EMAR Certifications                   | The Proposer must provide certifications or approvals held by the Proposer for their Solution to manage CPOE/eMAR, with particular emphasis on the Oregon Board of Pharmacy, Oregon drug registries and any pertinent Federal requirements.   | Mandatory |                |                             |
| 349 | 16 - Pharmacy         | 64 - Pharmacy Management              | FDA Pharmacy Requirements                  | The Solution must support the use of TALL Man lettering as defined by the FDA.  | Mandatory |                |                             |
| 350 | 16 - Pharmacy         | 64 - Pharmacy Management              | Pharmacy Interface                         | The Solution must have the capability to electronically transmit medication orders, including controlled substances, directly to designated pharmacy computerized provider order entry (CPOE) via interface.  | Mandatory |                |                             |
| 239 | 17 - Physical/Medical | 32 - Infirmiry Management             | Infirmiry Bed Management                   | The Solution must include the ability to manage infirmiry or in-patient beds.   | Mandatory |                |                             |
| 241 | 17 - Physical/Medical | 32 - Infirmiry Management             | Infirmiry Graphical Displays               | The Solution must include graphical displays of rooms and bed set-ups. Common information used to manage a unit is displayed logically within the diagram and in proximity to the associated bed, such as anticipated discharge date, attending provider, etc.  | Mandatory |                |                             |
| 354 | 17 - Physical/Medical | 43 - Orders                           | Automated Order Termination Scheduling     | The Solution must have the ability to automatically discontinue orders on a specified date.   | Mandatory |                |                             |
| 360 | 17 - Physical/Medical | 43 - Orders                           | Complex Medication Scenario Ordering       | The Solution must have functionality for ordering complex medication scenarios to include but not limited to nitroglycerin, steroid tapers, sliding-scale insulin, and PRN medications.   | Mandatory |                |                             |
| 384 | 17 - Physical/Medical | 43 - Orders                           | Consults                                   | The Solution must have the ability to receive, document, and transmit requests for consult from one clinical user or clinical group to another.   | Mandatory |                |                             |
| 298 | 17 - Physical/Medical | 43 - Orders                           | Diagnosis Codes for Orders                 | The Solution must have the ability for associating a diagnosis code with any order.   | Mandatory |                |                             |
| 295 | 17 - Physical/Medical | 43 - Orders                           | Order Sets/Cascading Functionality         | The Solution must include the ability for providers to use / generate order sets to streamline the order entry process.   | Mandatory |                |                             |
| 297 | 17 - Physical/Medical | 43 - Orders                           | Prior Authorization                        | The Solution must include the ability for managing internal approval processes for specialty care, non-formulary medications, surgeries, or diagnostic procedures.  | Mandatory |                |                             |
| 294 | 17 - Physical/Medical | 43 - Orders                           | Provider Order Entry System                | The Solution must include a provider order entry system that includes order routing from entry by a provider to execution of the order. The Solution's order entry functionality must also include medications, diet orders, lab tests, x-ray, orders to nursing, referrals to other providers and requests for utilization review.                                     | Mandatory |                |                             |
| 404 | 17 - Physical/Medical | 43 - Orders                           | Standing Orders                            | The Solution must include the ability to set and manage standing orders that a non-authorized provider can act upon once all set criteria are met.  | Mandatory |                |                             |
| 540 | 17 - Physical/Medical | 47 - Post-encounter Materials         | AVS Smart Functionality                    | The Solution must include functionality for Users to insert additional info, including meds, labs, print reports, etc., into an after-visit summary. Inserted content is dynamic with changes in the chart. Default for last value taken.   | Mandatory |                |                             |
| 333 | 17 - Physical/Medical | 47 - Post-encounter Materials         | Care Plan / Education Link                 | The Solution must have the ability to link patient education to patient care plans.   | Mandatory |                |                             |
| 59  | 17 - Physical/Medical | 47 - Post-encounter Materials         | Educational Videos                         | The Solution must have the ability to integrate educational videos for prophylactic care and proposed Treatment Plan.   | Mandatory |                |                             |
| 332 | 17 - Physical/Medical | 47 - Post-encounter Materials         | Patient Education Language Support         | The Solution must include language alternatives to English for education materials.   | Mandatory |                |                             |
| 331 | 17 - Physical/Medical | 47 - Post-encounter Materials         | Patient Education Material Creation        | The Solution must have the ability to create, review or edit patient education materials.   | Mandatory |                |                             |
| 330 | 17 - Physical/Medical | 47 - Post-encounter Materials         | Patient Education Storage and Distribution | The Solution must be able to assist in providing patient education, including storing and printing appropriate material for medications, immunizations, medical or behavioral health conditions, oral hygiene, discharge planning, etc.   | Mandatory |                |                             |
| 334 | 17 - Physical/Medical | 47 - Post-encounter Materials         | Standard Educational Materials             | The Solution must include existing / standard education materials.  | Mandatory |                |                             |

Oregon Department of Corrections EHR Solution Requirements

|     |                       |                        |                             |  |           | Enter Code<br>1 - 6 |                             |
|-----|-----------------------|------------------------|-----------------------------|--|-----------|---------------------|-----------------------------|
| ID  | Category              | Sub-Category           | Title                       | Functionality Description  | Priority  | Proposer Input      | Proposer Narrative Response |
| 249 | 17 - Physical/Medical | 63 - Discharge/Release | Automated Discharge Process | The Solution must include functionality for automating the discharge process via interface with an offender management system.   | Mandatory |                     |                             |
| 248 | 17 - Physical/Medical | 63 - Discharge/Release | Discharge Process           | The Solutions must include the ability to discharge patients from the EHR. The Solution must have the capability for discharge planning, including generation of referrals and alerts to staff who need to complete steps in the discharge planning process. | Mandatory |                     |                             |
| 251 | 17 - Physical/Medical | 63 - Discharge/Release | Discharge Summaries         | The Solution must include the ability to generate discharge summaries that may be provided to the patient or to other jurisdictions and health care providers.   | Mandatory |                     |                             |