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# NOTICE OF COMPETITIVE SOLICITATION

**HCA Solicitation #2023HCA24**

**SOLICITATION TITLE: Orthodontia Consultants**

**SOLICITATION BUDGET: $591,000.00**

**SOLICITATION POSTING DATE:** 2/7/2024

**RESPONSE DUE DATE:** 3/20/2024

**Find the full solicitation on** [Washington’s Electronic Business Solution (WEBS)](https://pr-webs-vendor.des.wa.gov/). Vendors not registered in WEBS will not receive updates or amendments to the solicitation, which may put them at a disadvantage.

**Estimated Schedule of Procurement Activities**

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| --- | --- |
| Issue Request for Qualifications and Quotations | February 7, 2024 |
| Letter of Intent Due  | February 23, 2024 - 2 PM PST |
| Bidder Questions Due | February 29, 2023 - 2 PM PST |
| HCA Answers Posted**\*** | March 6, 2023 |
| Interested Subcontractor Responses Due  | March 8, 2024 – 2 PM PST |
| Interested Subcontractor List Posted\*  | March 11, 2024  |
| Complaints Due (if applicable)  | March 13, 2023 |
| Bids Due | March 20, 2024 – 2 PM PST |
| Evaluate Bids**\*** | March 25 – April 3, 2024 |
| Conduct Oral Interviews with Finalists, if required | April 9 – 12, 2024 |
| Announce “Apparent Successful Bidder” via WEBS\*  | April 17, 2024 |
| Debrief Request Deadline (*3 Business Days after the ASB announcement*) | April 22, 2024 |
| Negotiate Contract | April 23 – June 30, 2024 |
| Begin Contract Work | July 1, 2024 |

**\****Dates are anticipated and subject to change without an official amendment.*

**Purpose and Objectives**

The Washington State Health Care Authority, hereafter called “HCA,” is initiating this Request for Qualifications and Quotations (RFQQ) to solicit Bids from orthodontists with a Washington State dental license and an advanced degree from an accredited orthodontic specialty program, or an organization that has Washington State licensed orthodontists on staff interested in conducting utilization reviews and making medical necessity determinations for orthodontia services as defined by Washington Administrative Code (WAC) 182-501-0165 and WAC 182-535A for Apple Health/Medicaid clients. The Bidder would also be expected to provide expert testimony at dental hearings and assist other units within HCA as a subject matter expert.

The federal government, including the Center for Medicare and Medicaid Services (CMS), and the State of Washington all maintain security requirements regarding privacy, data access, and other areas including HIPAA and PHI information. The Contractor is required to comply with the Confidential Information Security Requirements set out in to the sample contract attached to the RFQQ and be able to abide by the appropriate portions of the Washington OCIO Security Standard,141.10 (<https://ocio.wa.gov/policies/141-securing-information-technology-assets/14110-securing-information-technology-assets>). HCA intends to award multiple contract(s) to provide the services described in this RFQQ.

**Minimum Qualifications**

1. Licensed to do business in the state of Washington or provide a commitment that it will become licensed in Washington within 30 calendar days of being selected as the Apparent Successful Bidder.
2. Bidder must have at least 5 years’ experience as a practicing Washington state licensed orthodontist.
3. Must be a graduate of a post-doctoral program in the advanced study of orthodontics.
4. Experience with Washington State dental orthodontia programs
5. Bidder, and any Subcontractors, must possess a current, active status Washington State professional dental license and not presently be debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participating in any State or Federal program.
6. Bidder cannot have in the last ten (10 years):
	1. Any license, certificate, registration or other privilege to practice a health care profession denied, revoked, suspended, or restricted by any state, federal, or foreign authority.
	2. Surrendered a credential like those listed above in section a in connection with or to avoid action by a state, federal, or foreign authority
7. A minimum of five (5) years of experience practicing orthodontia and applying Handicapping Labio-Lingual Deviation Index (HLD) scored to indicate appropriateness of a proposed orthodontic treatment plan.
8. The ability to enter utilization review decisions into an electronic records system.
9. The ability to collaborate with HCA and the dental program concerning final determination of prior authorization.
10. The ability to calibrate with other consultants and program staff.
11. Must be able to meet and pass all security requirements to handle Category 4 data in accordance with the Washington State Office of the Chief Information Officer (OCIO) Standard 141.10. The OCIO website can be found at [https://watech.wa.gov/policies/securing-information-technology-assets](https://gcc02.safelinks.protection.outlook.com/?url=https%3A%2F%2Fwatech.wa.gov%2Fpolicies%2Fsecuring-information-technology-assets&data=05%7C02%7Cscott.henderson%40hca.wa.gov%7C2fdb3c1fdf244dd3c40108dc227152bc%7C11d0e217264e400a8ba057dcc127d72d%7C0%7C0%7C638423117333545552%7CUnknown%7CTWFpbGZsb3d8eyJWIjoiMC4wLjAwMDAiLCJQIjoiV2luMzIiLCJBTiI6Ik1haWwiLCJXVCI6Mn0%3D%7C0%7C%7C%7C&sdata=yJENomE55E9vS5EW1ynL8xMYZVX6bGz4HbszthciQVA%3D&reserved=0). Criteria for passing a security design review are included within the Standard. Associated language will be included in any Data Sharing Agreement (DSA), and Business Associate Agreement (BAA). Experience with Washington state Medicaid dental programs.

Failure to meet these Minimum Qualifications will result in a proposal being found non-responsive and eliminated from consideration.

**Solicitation Coordinator**

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| --- | --- |
| Name | **Scott Henderson** |
| E-Mail Address | HCAProcurements@hca.wa.gov  |

**WEBS Commodity Codes**:

948-27 - Dental Laboratory Services 948-28 - Dental Services 948-97 - X-Ray Services (Incl. Dental)

Submit any questions or concerns regarding this solicitation to the Solicitation Coordinator shown above.