



# County of San Mateo

## Inter-Departmental Correspondence

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**Department:** HEALTH

**File #:** 24-518

Board Meeting Date: 6/25/2024

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**Special Notice / Hearing:** None  
**Vote Required:** Majority

**To:** Honorable Board of Supervisors

**From:** Louise F. Rogers, Chief, San Mateo County Health  
David McGrew, Interim Chief Information Officer, San Mateo County Health

**Subject:** Agreement with Forward Advantage Holdings, Inc. dba Forward Advantage to Provide Electronic Prescriptions for Controlled Substances for the Electronic Health Record within San Mateo County Health

**RECOMMENDATION:**

Adopt a resolution authorizing an agreement with Forward Advantage Holdings, Inc. dba Forward Advantage to provide Electronic Prescriptions for Controlled Substances for the Electronic Health Record within San Mateo County Health, for the term of June 25, 2024 through June 24, 2029, in an amount not to exceed \$949,656.

**BACKGROUND:**

On December 13, 2022, this Board approved an agreement with Epic Systems Corporation (Epic) to provide the Electronic Health Medical Record (EHR) system for San Mateo County Health (SMCH). With the implementation of the new EHR system, County Health must contract directly with a vendor that provides Electronic Prescriptions for Controlled Substances (EPCS). As of 2022, electronic prescribing for all prescriptions is required under California law except in limited circumstances. EPCS is also a requirement by Centers for Medicare and Medicaid Services under Medicare Part D prescription drug plans.

**DISCUSSION:**

To ensure the successful implementation of Epic, it is necessary to secure a vendor with a broad background in Epic implementations and has the proven knowledge, experience, and access to resources around Epic process. In February 2024, SMCH/Health Information Technology completed a Request for Proposals for EPCS solutions that meet the requirements of the new EHR system.

Forward Advantage Holdings, Inc. dba Forward Advantage (Forward Advantage) was elevated due to demonstrated integration experience with Epic and substantial positive references.

The agreement and resolution have been reviewed and approved by County Attorney as to form.

The County’s Contract Compliance Committee has approved a waiver request for a five-year term for this agreement.

The Information Services Department has reviewed and approved the IT component of this agreement.

The resolution contains the County’s standard provisions allowing amendment of the County’s fiscal obligations by a maximum of \$25,000 (in aggregate).

It is anticipated that with Forward Advantage providing SMCH an EPCS solution for the EHR, SMCH will exceed the mandatory rate for sending electronic prescriptions for our population, as well as minimize prescription translation errors.

**PERFORMANCE MEASURE:**

Measure	FY 2023-24 Estimated	FY 2024-25 Projected
Percentage of electronically prescribed controlled medications.	>75%	>95%

**FISCAL IMPACT:**

The term of this agreement is from June 25, 2024, through June 24, 2029. The amount of the agreement is not to exceed \$949,656 for the five-year term.

Funds in the amount of \$174,502 are included in County Health’s FY2023-24 Adopted Budget. Future costs of \$775,154 will be covered by proportional contributions from all County Health divisions, which may include some Net County Cost, depending on the composition of each division’s contribution.

Attachment: RFP Matrix.