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October 12, 2022

ADDENDUM THREE

REQUEST FOR STATEMENT OF QUALIFICATIONS (RFSQ) RISK MANAGEMENT AND INSURANCE CONSULTING SERVICES

SOLICITATION NO.: RFSQ# CAC 2016-01

This Addendum Three is issued to provide responses to questions submitted by vendors.

Questions and Answers

1	Question:	I would like to confirm that the requirements for submission are all contained within Appendix A-1, Required Forms. Is that correct?
	Answer:	<i>Submission requirements vary based on whether the proposer is an existing qualified contractor or a potential contractor. Please refer to RFSQ Section 2.7, Preparation and Format of the SOQ, for a thorough description of the content of the SOQ, and Addendum #2, item #18 (Appendix A-1) for the revised forms.</i>
2	Question:	I will also have our team review Appendix H-1, Sample Master Agreement. Can you explain the process in the event we have specific redline requests due to the nature of our services as an independent auditor?
	Answer:	<i>Please refer to RFSQ Section 2.9, Acceptance of Terms and Conditions of the Master Agreement. A vendor's submission of an SOQ constitutes acknowledgement and acceptance of, and a willingness to comply with, all terms and conditions of the Appendix H, Master Agreement, as revised in Addendum Two, Appendix H-1, Master Agreement. The County will not accept any exceptions.</i>
3	Question:	How many users across the organization have access to PHI?
	Answer:	<i>The number of users in the County of Los Angeles (County) that have access to PHI fluctuates constantly. Among the number of employees that are subject to be trained under HIPAA, approximately 38,000 users in the County Designated HIPAA-Covered Departments (Exhibit 18) have gone through the training for PHI access.</i>

4	Question:	How many employees in each department?
	Answer:	<i>The number of employees in each department fluctuates constantly. While we are not able to provide a sum total of the employees in each department, we can provide the budgeted positions for each department, http://file.lacounty.gov/SDSInter/lac/1126892_2022-23ADOPTEDBUDGETEDPOSITIONS.pdf. Please note this information does not reflect the actual number of employees in each department.</i>
5	Question:	Are you looking for one all-encompassing report or multiple reports, each by department?
	Answer:	<i>CEO's Office of Privacy is looking for one all-encompassing report about the overall project, along with multiple reports, each by department.</i>
6	Question:	Do any departments still use paper medical records?
	Answer:	<i>Of the HIPAA-covered departments in Exhibit 18, some still use paper medical records.</i>
7	Question:	Would your chosen vendor have access to previous risk assessments or reviews?
	Answer:	<i>If applicable, the chosen vendor may have access to previous risk assessments or reviews.</i>
8	Question:	Would the HIPAA Security Rule need to be considered for any potential assessment?
	Answer:	<i>HIPAA Security Rule will not be considered in the assessments.</i>