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STATE OF NEW HAMPSHIRE
DEPARTMENT OF HEALTH AND HUMAN SERVICES
NEW HAMPSHIRE HOSPITAL

Lori A. Weaver
Commissioner

Ellen M. Lapointe
Chief Executive Officer

36 CLINTON STREET, CONCORD, NH 03301
603-271-5300 1-800-852-3345 Ext. 5300
Fax: 603-271-5395 TDD Access: 1-800-735-2964
www.dhhs.nh.gov

April 30, 2025

Her Excellency, Governor Kelly A. Ayotte
and the Honorable Council
State House
Concord, New Hampshire 03301

REQUESTED ACTION

Authorize the Department of Health and Human Services, New Hampshire Hospital, to enter into a **Sole Source** amendment to an existing contract with Concord Hospital, Inc. (Vendor #177653) Concord, NH for radiology and electrocardiogram services by extending the completion date from June 30, 2025 to September 30, 2025, with no change to the current price limitation of \$326,000, effective July 1, 2025 upon Governor and Council approval. 32% General Funds, 68% Other Funds (Provider Fees).

The original contract was approved by Governor and Council on May 2, 2018, (Item #26), amended on June 10, 2020, (Item #20A) and on June 1, 2022 (Item #14), and most recently amended on July 10, 2024 (Item #9).

Funds are anticipated to be available in the following account in State Fiscal Year 2026, upon the availability and continued appropriation of funds in the future operating budget, with the authority to adjust budget line items within the price limitation and encumbrances between state fiscal years through the Budget Office, if needed and justified.

**05-95-94-940010-8750 HEALTH AND SOCIAL SERVICES, DEPT OF HEALTH AND HUMAN SVS,
HHS: NEW HAMPSHIRE HOSPITAL, NEW HAMPSHIRE HOSPITAL, ACUTE PSYCHIATRIC
SERVICES**

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increased (Decreased) Amount	Revised Budget
2018	102-500731	Contracts for Prog Svc	94057300	\$7,500	\$0	\$7,500
2019	102-500731	Contracts for Prog Svc	94057300	\$30,000	\$0	\$30,000
2020	102-500731	Contracts for Prog Svc	94057300	\$31,500	\$0	\$31,500
2021	101-500729	Medical Pymts to Providers	94057300	\$35,500	\$0	\$35,500
2022	101-500729	Medical Pymts to Providers	94057300	\$35,500	\$0	\$35,500

2023	101-500729	Medical Pymts to Providers	94057300	\$60,000	\$0	\$60,000
2024	101-500729	Medical Pymts to Providers	94057300	\$60,000	\$0	\$60,000
2025	101-500729	Contracts for Program Svc.	94057300	\$66,000	(\$20,000)	\$46,000
2026	101-500729	Contracts for Program Svc.	94057300	\$0	\$20,000	\$20,000
			Total	\$326,000	\$0	\$326,000

EXPLANATION

This request is **Sole Source** because MOP 150 requires all amendments to agreements originally approved as sole source to be identified as sole source. The Department published a Request for Proposals from November 27, 2024, to January 28, 2025, to solicit proposals from Vendors to provide these services. The Department received zero (0) responses, and subsequently republished the Request for Proposals from February 5, 2025, to February 19, 2025. The Department received zero (0) responses to the second solicitation. The current Contractor is not able to continue to provide the services after September 30, 2025, and the Department is currently in negotiations with two new Contractors to provide the onsite X-ray and electrocardiogram services, respectively. This request to extend the existing contract for three (3) months will allow time to develop the two new contracts and avoid any interruption in these patient services without increasing the current price limitation.

The purpose of this agreement is to continue to provide onsite radiology and electrocardiogram services to patients at New Hampshire Hospital. The Contractor will continue to provide mobile radiology services, including interpretation of images for patients who are unable to leave the Acute Psychiatric Services facility. These services include x-rays and electrocardiograms as deemed appropriate by the attending physician.

Approximately 100 individuals will be served during the first three (3) months of State Fiscal Year 2026.

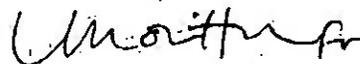
The Department will monitor services, including the:

- Turnaround time from when the x-rays or electrocardiogram is taken to the time the results are delivered.
- Responsiveness to request for services from the time a request is made to the time the services are provided.
- Thoroughness of the x-ray or electrocardiogram reports from the Contractor.

Should the Governor and Council not authorize this request, the Department will not be able to provide onsite radiology and electrocardiogram services that are important to the well-being and recovery of patients at New Hampshire Hospital.

Area served: Statewide.

Respectfully submitted



Lori A. Weaver
Commissioner

**State of New Hampshire
Department of Health and Human Services
Amendment #4**

This Amendment to the Radiology Services contract is by and between the State of New Hampshire, Department of Health and Human Services ("State" or "Department") and Concord Hospital, Inc. ("the Contractor").

WHEREAS, pursuant to an agreement (the "Contract") approved by the Governor and Executive Council on May 2, 2018 (Item #26), as amended on June 10, 2020 (Item #20A), June 1, 2022 (Item #14), and on July 10, 2024 (Item #9), the Contractor agreed to perform certain services based upon the terms and conditions specified in the Contract as amended and in consideration of certain sums specified; and

WHEREAS, pursuant to Form P-37, General Provisions, the Contract may be amended upon written agreement of the parties and approval from the Governor and Executive Council; and

NOW THEREFORE, in consideration of the foregoing and the mutual covenants and conditions contained in the Contract and set forth herein, the parties hereto agree to amend as follows:

1. Form P-37 General Provisions, Block 1.7., Completion Date, to read:
September 30, 2025
2. Modify Exhibit A, Scope of Services, Section 1, Provisions Applicable to All Services, Subsection 1.3, to read:
 - 1.3. Notwithstanding any other provision of the Contract to the contrary, no services shall continue after September 30, 2025, and the Department shall not be liable for any payments for services provided after September 30, 2025.

All terms and conditions of the Contract and prior amendments not modified by this Amendment remain in full force and effect. This Amendment shall be effective July 1, 2025, upon Governor and Council approval.

IN WITNESS WHEREOF, the parties have set their hands as of the date written below,

State of New Hampshire
Department of Health and Human Services

4/28/2025

Date

DocuSigned by:

Ellen Lapointe

Name: Ellen Lapointe

Title: Chief Executive Officer

Concord Hospital, Inc.

4/28/2025

Date

DocuSigned by:

Robert Steigmeyer

Name: Robert Steigmeyer

Title: President and CEO

The preceding Amendment, having been reviewed by this office, is approved as to form, substance, and execution.

OFFICE OF THE ATTORNEY GENERAL

4/30/2025

Date

DocuSigned by:
Robyn Guarino
Name: Robyn Guarino
Title: Attorney

I hereby certify that the foregoing Amendment was approved by the Governor and Executive Council of the State of New Hampshire at the Meeting on: _____ (date of meeting)

OFFICE OF THE SECRETARY OF STATE

Date

Name:
Title:

State of New Hampshire

Department of State

CERTIFICATE

I, David M. Scanlan, Secretary of State of the State of New Hampshire, do hereby certify that CONCORD HOSPITAL, INC. is a New Hampshire Nonprofit Corporation registered to transact business in New Hampshire on January 29, 1985. I further certify that all fees and documents required by the Secretary of State's office have been received and is in good standing as far as this office is concerned.

Business ID: 74948

Certificate Number: 0007152201



IN TESTIMONY WHEREOF,

I hereto set my hand and cause to be affixed
the Seal of the State of New Hampshire,
this 7th day of April A.D. 2025.

A handwritten signature in black ink, appearing to read "David M. Scanlan".

David M. Scanlan
Secretary of State

CERTIFICATE OF AUTHORITY

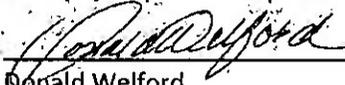
I, Donald Welford, hereby certify that:

1. I am a duly elected Secretary of Concord Hospital, Inc.
2. The following is a true copy of a vote taken at a meeting of the Board of Trustees, duly called and held on January 27, 2025, at which a quorum of the Trustees were present and voting.

VOTED: That Robert Steigmeyer, President and CEO, is duly authorized on behalf of Concord Hospital, Inc. to enter into contracts or agreements with the State of New Hampshire and any of its agencies or departments and further is authorized to execute any and all documents, agreements and other instruments, and any amendments, revisions, or modifications thereto, which may in his/her judgment be desirable or necessary to effect the purpose of this vote.

3. I hereby certify that said vote has not been amended or repealed and remains in full force and effect as of the date of the contract/contract amendment to which this certificate is attached. This authority was valid thirty (30) days prior to and remains valid for thirty (30) days from the date of this Certificate of Authority. I further certify that it is understood that the State of New Hampshire will rely on this certificate as evidence that the person(s) listed above currently occupy the position(s) indicated and that they have full authority to bind the corporation. To the extent that there are any limits on the authority of any listed individual to bind the corporation in contracts with the State of New Hampshire, all such limitations are expressly stated herein.

DATED: April 3, 2025



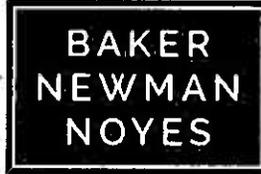
Donald Welford
Concord Hospital; Secretary of the Board

Concord Hospital Mission Statement

Concord Hospital Health System is a charitable organization which exists to meet the health needs of individuals within the communities it serves.

It is the established policy of Concord Hospital Health System to provide services on the sole basis of the medical necessity of such services as determined by the medical staff without reference to race, color, ethnicity, national origin, sexual orientation, marital status, religion, age, gender, disability, or inability to pay for such services.

Approved	10/21/02; 01/27/25
Affirmed	11/23/03; 11/15/04; 11/21/05; 11/20/06; 11/19/07; 11/17/08; 11/16/09; 10/18/10; 09/19/11; 09/24/12; 09/23/13; 09/22/14; 09/28/15; 09/26/16; 09/25/17; 09/24/18; 09/23/19; 09/28/20; 09/27/21; 09/26/22; 04/17/23

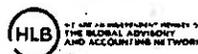


Concord Hospital, Inc. and Subsidiaries

Consolidated Financial Statements

*Years Ended September 30, 2024 and 2023
With Independent Auditors' Report*

Baker Newman & Noyes LLC
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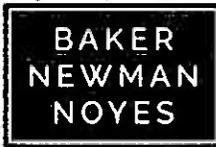
CONCORD HOSPITAL, INC. AND SUBSIDIARIES

Consolidated Financial Statements

Years Ended September 30, 2024 and 2023

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INDEPENDENT AUDITORS' REPORT

The Board of Trustees
Concord Hospital, Inc. and Subsidiaries

Opinion

We have audited the consolidated financial statements of Concord Hospital, Inc. and Subsidiaries (the System), which comprise the consolidated balance sheets as of September 30, 2024 and 2023, the related consolidated statements of operations, changes in net assets and cash flows for the years then ended, and the related notes to the consolidated financial statements (collectively, the financial statements).

In our opinion, the accompanying financial statements present fairly, in all material respects, the financial position of the System as of September 30, 2024 and 2023, and the results of its operations, changes in its net assets and its cash flows for the years then ended in accordance with accounting principles generally accepted in the United States of America.

Basis for Opinion

We conducted our audits in accordance with auditing standards generally accepted in the United States of America (GAAS). Our responsibilities under those standards are further described in the Auditors' Responsibilities for the Audit of the Financial Statements section of our report. We are required to be independent of the System and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements relating to our audits. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Responsibilities of Management for the Financial Statements

Management is responsible for the preparation and fair presentation of the financial statements in accordance with accounting principles generally accepted in the United States of America, and for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the System's ability to continue as a going concern within one year after the date that the financial statements are issued or available to be issued.

The Board of Trustees
Concord Hospital, Inc. and Subsidiaries

Auditors' Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditors' report that includes our opinion. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with GAAS will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements are considered material if there is a substantial likelihood that, individually, or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements.

In performing an audit in accordance with GAAS, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the System's internal control. Accordingly, no such opinion is expressed.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.
- Conclude whether, in our judgment, there are conditions or events, considered in the aggregate, that raise substantial doubt about the System's ability to continue as a going concern for a reasonable period of time.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal control-related matters that we identified during the audit.

Baker Newman & Noyes LLC

Manchester, New Hampshire
December 11, 2024

CONCORD HOSPITAL, INC. AND SUBSIDIARIES

CONSOLIDATED BALANCE SHEETS

September 30, 2024 and 2023

ASSETS

(In thousands)

	<u>2024</u>	<u>2023</u>
Current assets:		
Cash and cash equivalents	\$ 52,551	\$ 79,917
Short-term investments	88,627	46,394
Accounts receivable	90,064	91,318
Due from affiliates	249	1,443
Supplies	5,624	4,744
Prepaid expenses and other current assets	<u>13,128</u>	<u>11,247</u>
Total current assets	250,243	235,063
Assets whose use is limited or restricted:		
Board designated	493,697	388,305
Funds held by trustee for insurance reserves, escrows and construction funds	42,723	34,960
Donor-restricted funds and restricted grants	<u>52,133</u>	<u>44,094</u>
Total assets whose use is limited or restricted	588,553	467,359
Other noncurrent assets:		
Due from affiliates, net of current portion	396	467
Prepaid pension and other assets	<u>75,549</u>	<u>43,662</u>
Total other noncurrent assets	75,945	44,129
Property and equipment:		
Land and land improvements	9,455	8,435
Buildings	270,502	267,179
Equipment	293,716	278,585
Construction in progress	<u>7,145</u>	<u>10,620</u>
Less accumulated depreciation	580,818	564,819
	<u>(387,165)</u>	<u>(363,709)</u>
Net property and equipment	193,653	201,110
Operating lease right-of-use assets	<u>29,468</u>	<u>26,252</u>
	<u>\$1,137,862</u>	<u>\$ 973,913</u>

LIABILITIES AND NET ASSETS
(In thousands)

	<u>2024</u>	<u>2023</u>
Current liabilities:		
Accounts payable and accrued expenses	\$ 49,136	\$ 49,982
Accrued compensation and related expenses	54,333	46,827
Accrual for estimated third-party payor settlements	74,220	68,589
Current portion of long-term debt and finance lease liabilities	4,676	6,144
Current portion of operating lease liabilities	<u>4,979</u>	<u>5,406</u>
Total current liabilities	187,344	176,948
Long-term debt and finance lease liabilities, net of current portion	140,874	145,525
Operating lease liabilities, less current portion	24,813	21,091
Reserve for insurance	23,304	20,759
Other long-term liabilities	<u>24,316</u>	<u>18,278</u>
Total liabilities	400,651	382,601
Net assets:		
Without donor restrictions	685,078	544,486
With donor restrictions	<u>52,133</u>	<u>44,094</u>
Total Concord Hospital net assets	737,211	588,580
Noncontrolling interest in consolidated subsidiary	<u>-</u>	<u>2,732</u>
Total net assets	737,211	591,312
	<u>\$1,137,862</u>	<u>\$ 973,913</u>

See accompanying notes.

CONCORD HOSPITAL, INC. AND SUBSIDIARIES

CONSOLIDATED STATEMENTS OF OPERATIONS

Years Ended September 30, 2024 and 2023
(In thousands)

	<u>2024</u>	<u>2023</u>
Revenue and other support without donor restrictions:		
Patient service revenue	\$773,394	\$705,758
Other revenue	30,559	29,373
Disproportionate share revenue	28,788	30,212
Net assets released from restrictions for operations	<u>1,369</u>	<u>5,105</u>
Total revenue and other support without donor restrictions	834,110	770,448
Operating expenses:		
Salaries and wages	406,141	377,209
Employee benefits	94,832	81,591
Supplies and other	165,925	152,635
Purchased services	61,666	57,796
Professional fees	7,836	17,021
Depreciation and amortization	29,167	27,291
Medicaid enhancement tax	34,152	32,647
Interest	<u>4,328</u>	<u>4,275</u>
Total operating expenses	<u>804,047</u>	<u>750,465</u>
Income from operations	30,063	19,983
Nonoperating income (loss):		
Gifts and bequests without donor restrictions	402	346
Investment income and other	84,909	49,961
Other nonoperating expense	(855)	(856)
Net periodic benefit gain, other than service cost	<u>6,138</u>	<u>4,733</u>
Total nonoperating income	<u>90,594</u>	<u>54,184</u>
Consolidated excess of revenues and nonoperating income over expenses	120,657	74,167
Excess of revenues and nonoperating income over expenses attributable to noncontrolling interest in consolidated subsidiary	<u>(199)</u>	<u>(181)</u>
Excess of revenues and nonoperating income over expenses attributable to the System	<u>\$120,458</u>	<u>\$ 73,986</u>

See accompanying notes.

CONCORD HOSPITAL, INC. AND SUBSIDIARIES
CONSOLIDATED STATEMENTS OF CHANGES IN NET ASSETS
 Years Ended September 30, 2024 and 2023
 (In thousands)

	<u>2024</u>	<u>2023</u>
System net assets without donor restrictions:		
Excess of revenues and nonoperating income over expenses attributable to the System	\$120,458	\$ 73,986
Net transfers from affiliates	173	97
Other changes	-	(339)
Unrealized gains on debt securities	698	-
Net assets released from restrictions used for purchases of property and equipment	118	753
Pension adjustment	17,796	26,489
Acquisition of noncontrolling interest in consolidated subsidiary	<u>1,349</u>	<u>-</u>
Increase in System net assets without donor restrictions	140,592	100,986
System net assets with donor restrictions:		
Contributions and pledges with donor restrictions	2,356	2,704
Net investment gain	5,761	3,664
Contributions to affiliates and other community organizations	(207)	(302)
Unrealized gains on trusts administered by others	1,616	372
Net assets released from restrictions for operations	(1,369)	(5,105)
Net assets released from restrictions used for purchases of property and equipment	<u>(118)</u>	<u>(753)</u>
Increase in System net assets with donor restrictions	<u>8,039</u>	<u>580</u>
Increase in System net assets	148,631	101,566
Noncontrolling interest in consolidated subsidiary:		
Distributions to noncontrolling interest in consolidated subsidiary	(57)	(140)
Excess of revenues and nonoperating income over expenses attributable to noncontrolling interest in consolidated subsidiary	199	181
Acquisition of noncontrolling interest in consolidated subsidiary	<u>(2,874)</u>	<u>-</u>
(Decrease) increase in noncontrolling interest in consolidated subsidiary	<u>(2,732)</u>	<u>41</u>
Increase in total net assets	145,899	101,607
Net assets, beginning of year	<u>591,312</u>	<u>489,705</u>
Net assets, end of year	<u>\$737,211</u>	<u>\$591,312</u>

See accompanying notes.

CONCORD HOSPITAL, INC. AND SUBSIDIARIES

CONSOLIDATED STATEMENTS OF CASH FLOWS

Years Ended September 30, 2024 and 2023
(In thousands)

	<u>2024</u>	<u>2023</u>
Cash flows from operating activities:		
Increase in total net assets	\$ 145,899	\$ 101,607
Adjustments to reconcile increase in total net assets to net cash provided by operating activities:		
Contributions and pledges with donor restrictions	(2,355)	(2,704)
Depreciation and amortization	29,167	27,291
Net realized and unrealized gains on investments	(80,279)	(46,446)
Bond premium and issuance cost amortization	(738)	(940)
Equity in earnings of affiliates, net	(5,120)	(5,012)
Distributions to noncontrolling interest in consolidated subsidiary	57	140
Pension adjustment	17,796	(26,489)
Acquisition of noncontrolling interest in consolidated subsidiary	1,525	-
Noncash lease expense	79	245
Changes in operating assets and liabilities:		
Accounts receivable	1,254	19,207
Supplies, prepaid expenses and other current assets	(2,761)	2,389
Prepaid pension and other assets	(49,211)	1,900
Due from affiliates	1,265	(278)
Accounts payable and accrued expenses	(846)	(379)
Accrued compensation and related expenses	7,506	(2,280)
Accrual for estimated third-party payor settlements	5,631	5,981
Other long-term liabilities	6,038	(5,665)
Reserve for insurance	2,545	(2,842)
Net cash provided by operating activities	<u>77,452</u>	<u>65,725</u>
Cash flows from investing activities:		
Purchases of property and equipment	(20,789)	(25,078)
Purchases of investments	(190,014)	(99,562)
Proceeds from sales of investments	106,866	81,450
Equity distributions from affiliates	4,648	4,518
Net cash used by investing activities	<u>(99,289)</u>	<u>(38,672)</u>
Cash flows from financing activities:		
Payments on long-term debt and finance lease liabilities	(6,302)	(4,147)
Payment on acquisition of noncontrolling interest in consolidated subsidiary	(1,525)	-
Distributions to noncontrolling interest in consolidated subsidiary	(57)	(140)
Contributions and pledges with donor restrictions	2,355	2,521
Net cash used by financing activities	<u>(5,529)</u>	<u>(1,766)</u>
Net (decrease) increase in cash and cash equivalents	(27,366)	25,287
Cash and cash equivalents at beginning of year	<u>79,917</u>	<u>54,630</u>
Cash and cash equivalents at end of year	<u>\$ 52,551</u>	<u>\$ 79,917</u>

Supplemental disclosure of noncash transactions:

During 2024, the System entered into a finance lease liability to finance certain equipment totaling \$921. See Note 16 with respect to certain additional noncash activities related to leases.

See accompanying notes.

CONCORD HOSPITAL, INC. AND SUBSIDIARIES
NOTES TO CONSOLIDATED FINANCIAL STATEMENTS

September 30, 2024 and 2023
(In thousands)

1. Description of Organization and Summary of Significant Accounting Policies

Organization

Concord Hospital, Inc. (the Hospital), located in Concord, New Hampshire, is a not-for-profit acute care hospital. The Hospital provides inpatient, outpatient, emergency care and physician services for residents within its geographic region. Admitting physicians are primarily practitioners in the local area. The Hospital is controlled by Capital Region Health Care Corporation (CRHC).

In 1985, the then Concord Hospital underwent a corporate reorganization in which it was renamed and became CRHC. At the same time, the Hospital was formed as a new entity. All assets and liabilities of the former hospital, now CRHC, with the exception of its endowments and restricted funds, were conveyed to the new entity. The endowments were held by CRHC for the benefit of the Hospital, which is the true party in interest. Effective October 1, 1999, CRHC transferred these funds to the Hospital.

In March 2009, the Hospital created The Concord Hospital Trust (the Trust), a separately incorporated, not-for-profit organization to serve as the Hospital's philanthropic arm. In establishing the Trust, the Hospital transferred philanthropic funds with donor restrictions, including board designated funds, endowments, indigent care funds and specific purpose funds, to the newly formed organization together with the stewardship responsibility to direct monies available to support the Hospital's charitable mission and reflect the specific intentions of the donors who made these gifts.

Subsidiaries of the Hospital are as follows:

Capital Region Health Care Development Corporation (CRHCDC) is a not-for-profit real estate corporation that owns and operates medical office buildings and other properties.

Capital Region Health Ventures Corporation (CRHVC) is a not-for-profit corporation that engages in health care delivery partnerships and joint ventures. It operates ambulatory surgery and diagnostic facilities independently and in cooperation with other entities.

Concord Hospital ACO (CH-ACO) is a single member limited liability company that engages in providing medical services to Medicare beneficiaries as accountable care organizations. CH-ACO has a perpetual life and is subject to termination in certain events. CH-ACO had minimal activity during fiscal years 2024 and 2023.

Concord Hospital - Laconia (CH-Laconia) is a not-for-profit corporation formed to operate a licensed hospital providing inpatient, outpatient, emergency care and physician services for residents within its geographic region of Laconia, New Hampshire. The CH-Laconia facility includes 137 acute care beds and was designated a Rural Referral Center in 1986, and a Sole Community Hospital in 2009. Admitting physicians are primarily practitioners in the local area.

Concord Hospital - Franklin (CH-Franklin) is a not-for-profit corporation formed to operate a licensed hospital providing inpatient, outpatient, emergency care and physician services for residents within its geographic region of Franklin, New Hampshire. The CH-Franklin facility was designated a Critical Access Hospital effective July 1, 2004, and includes 25 acute care beds. CH-Franklin also operates a 10 bed designated psychiatric receiving facility. Admitting physicians are primarily practitioners in the local area.

CONCORD HOSPITAL, INC. AND SUBSIDIARIES
NOTES TO CONSOLIDATED FINANCIAL STATEMENTS

September 30, 2024 and 2023
(In thousands)

1. **Description of Organization and Summary of Significant Accounting Policies (Continued)**

Granite Shield Insurance Exchange and Subsidiaries (GSIE) was formed on December 20, 2010, in the State of Vermont as an industrial insured reciprocal insurance entity and unincorporated association. GSIE commenced underwriting activities on January 1, 2011. GSIE was formed to provide healthcare professional liability, general liability and medical stop loss insurance to its subscribers through GSI Services, LLC (GSI), the attorney-in-fact. GSI was formed in the State of Vermont as a limited liability company on December 14, 2010, and acts as an agent to enable the subscribers of GSIE to exchange insurance contracts. Through December 31, 2020, GSI was equally controlled by each of the subscribers of GSIE, all of which were health systems located in the State of New Hampshire, inclusive of the Hospital. Effective January 1, 2021, the Hospital became the sole voting member of GSIE, resulting in all activity of GSIE being recorded within the accompanying consolidated financial statements.

GSIE discontinued writing coverages effective October 1, 2022, and its current operations consist of runoff claims for a previously withdrawn subscriber, as well as the current subscriber, CRHC.

Concord Hospital Insurance Group, LLC (CHIG) is a Vermont domiciled single parent captive entity and operates in a manner and conducts activities similar to GSIE, as described above. CHIG began operations in late 2022. GSIE entered into a loss portfolio transfer agreement with CHIG in September 2022, whereas GSIE would transfer all of its existing and future claims to CHIG, with the exception of acts prior to CRHC. This transfer was completed prior to September 30, 2023.

Concord Endoscopy Center, LLC (CEC) is a New Hampshire limited liability company that engages in providing gastrointestinal services, including the diagnosis and treatment of digestive and liver diseases. CEC has a perpetual life and is subject to termination in certain events. At September 30, 2023, CRHVC held a majority interest and control of CEC. As further discussed below, during 2024, the System acquired the remaining noncontrolling interest in CEC, increasing its ownership to 100%.

Capital Region Healthcare Services Corporation (CRHSC) is a for-profit provider of health care services, including an eye surgery center and assisted living facility. CRHSC became a subsidiary of the Hospital effective October 1, 2022.

The Hospital, its subsidiaries and the Trust are collectively referred to as the System. The consolidated financial statements include the accounts of the Hospital, the Trust, CRHCDC, CRHVC, CH-ACO, CH-LaConia, CH-Franklin, GSIE, CHIG, CEC and CRHSC. All significant intercompany balances and transactions have been eliminated in consolidation. The Hospital, the Trust, CH-LaConia and CH-Franklin constitute the Obligated Group at September 30, 2024 and 2023 to certain debt described in Note 7.

Principles of Consolidation

Noncontrolling interests in less-than-wholly-owned consolidated subsidiaries of the System are presented as a component of total net assets to distinguish between the interests of the System and the interests of the noncontrolling owners. Revenues, expenses and nonoperating income from these subsidiaries are included in the consolidated amounts presented on the consolidated statements of operations. Excess of revenues and nonoperating income over expenses attributable to the System separately presents the amounts attributable to the controlling interest.

CONCORD HOSPITAL, INC. AND SUBSIDIARIES
NOTES TO CONSOLIDATED FINANCIAL STATEMENTS

September 30, 2024 and 2023
(In thousands)

1. Description of Organization and Summary of Significant Accounting Policies (Continued)

Noncontrolling Interests

Noncontrolling interests represent the portion of equity in a subsidiary not attributable, directly or indirectly, to a parent. The System's accompanying consolidated financial statements include all assets, liabilities, revenues and expenses at their consolidated amounts, which include the amounts attributable to the System and the noncontrolling interest. The System recognizes as a separate component of net assets and earnings the portion of income or loss attributable to noncontrolling interests based on the portion of the entity not owned by the System.

As previously discussed, during 2024, the System acquired the remaining noncontrolling interest in CEC, increasing its ownership to 100%. The transaction was accounted for as a net asset transaction as the System already had control of CEC. The total consideration paid to acquire the noncontrolling interest was \$1,525. The carrying amount of the noncontrolling interest as of the acquisition date was \$2,874. The difference between the consideration paid and the carrying amount of the noncontrolling interest totaling \$1,349 is reflected as an increase in net assets without donor restriction in the accompanying 2024 consolidated statement of changes in net assets.

Use of Estimates

The preparation of financial statements in conformity with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the consolidated financial statements, and the reported amounts of revenues and expenses during the reporting period. Actual results could differ from those estimates.

Concentration of Credit Risk

Financial instruments which subject the System to credit risk consist primarily of cash equivalents, accounts receivable and investments. The risk with respect to cash equivalents is minimized by the System's policy of investing in financial instruments with short-term maturities issued by highly rated financial institutions. The System's accounts receivable are primarily due from third-party payors and amounts are presented net of expected explicit and implicit price concessions, including estimated implicit price concessions from uninsured patients. The System's investment portfolio consists of diversified investments, which are subject to market risk. The System's investment in one fund, the Vanguard Institutional Index Fund, exceeds 10% of total System investments as of September 30, 2024 and 2023.

Cash and Cash Equivalents

Cash and cash equivalents include money market funds with original maturities of three months or less, excluding assets whose use is limited or restricted. The System maintains its cash in bank deposit accounts which, at times, may exceed federally insured limits. The System has not experienced any losses on such accounts.

CONCORD HOSPITAL, INC. AND SUBSIDIARIES
NOTES TO CONSOLIDATED FINANCIAL STATEMENTS

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(In thousands)

1. Description of Organization and Summary of Significant Accounting Policies (Continued)

Supplies

Supplies are carried at the lower of cost, determined on a weighted-average method, or net realizable value.

Assets Whose Use is Limited or Restricted

Assets whose use is limited or restricted include assets held by trustees for insurance reserves, escrows, construction funds, designated assets set aside by the Board of Trustees (over which the Board retains control and may, at its discretion, subsequently use for other purposes), and donor-restricted investments.

Investments and Investment Income

Investments are carried at fair value in the accompanying consolidated balance sheets. Investment income (including realized gains and losses on investments, interest and dividends) and the net change in unrealized gains and losses on investments are included in the excess of revenues and nonoperating income over expenses in the accompanying consolidated statements of operations, unless the income or loss is restricted by donor or law. The change in net unrealized gains and losses on debt securities is reported as a separate component of the change in net assets without donor restrictions, except declines that are determined by management to be other than temporary, which are reported as an impairment charge (included in the excess of revenues and nonoperating income over expenses). No such losses were recorded in 2024 or 2023.

Beneficial Interest in Perpetual Trusts

The System has an irrevocable right to receive income earned on certain trust assets established for its benefit. Distributions received by the System are without donor restrictions. The System's interest in the fair value of the trust assets is included in assets whose use is limited or restricted and as net assets with donor restrictions. Changes in the fair value of beneficial trust assets are reported as increases or decreases to net assets with donor restrictions.

Investment Policies

The System's investment policies provide guidance for the prudent and skillful management of invested assets with the objective of preserving capital and maximizing returns. The invested assets include endowment, specific purpose and board designated funds.

Endowment funds are identified as perpetual in nature, intended to provide support for current or future operations and other purposes identified by the donor. These funds are managed with disciplined longer-term investment objectives and strategies designed to accommodate relevant, reasonable, or probable events.

Specific purpose funds are temporary in nature, restricted as to time or purpose as identified by the donor or grantor. These funds have various intermediate/long-term time horizons associated with specific identified spending objectives.

Board designated funds have various intermediate/long-term time horizons associated with specific spending objectives as determined by the Board of Trustees.

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1. Description of Organization and Summary of Significant Accounting Policies (Continued)

Management of these assets is designed to increase, with minimum risk, the inflation adjusted principal and income of the endowment funds over the long term. The System targets a diversified asset allocation that places emphasis on achieving its long-term return objectives within prudent risk constraints.

Spending Policy for Appropriation of Assets for Expenditure

In accordance with the *Uniform Prudent Management of Institutional Funds Act* (UPMIFA), the System considers the following factors in making a determination to appropriate or accumulate donor-restricted endowment funds: (a) the duration and preservation of the fund; (b) the purpose of the organization and the donor-restricted endowment fund; (c) general economic conditions; (d) the possible effect of inflation and deflation; (e) the expected total return from income and the appreciation of investments; (f) other resources of the organization; and (g) the investment policies of the organization.

Spending policies may be adopted by the System, from time to time, to provide a stream of funding for the support of key programs. The spending policies are structured in a manner to ensure that the purchasing power of the assets is maintained while providing the desired level of annual funding to the programs. The System has a current spending policy on various funds currently equivalent to 5% of twelve-quarter moving average of the funds' total market value.

Accounts Receivable

Patient accounts receivable for which the unconditional right to payment exists are receivables if the right to consideration is unconditional and only the passage of time is required before payment of that consideration is due. Accounts receivable at September 30, 2024 and 2023 reflect the fact that any estimated uncollectible amounts are generally considered implicit price concessions that are a direct reduction to accounts receivable rather than allowance for doubtful accounts. At September 30, 2024 and 2023, estimated implicit price concessions of \$25,767 and \$26,391, respectively, had been recorded as reductions to accounts receivable balances to enable the System to record revenues and accounts receivable at the estimated amounts expected to be collected.

Accounts receivable as of September 30, 2024, 2023 and 2022 are \$90,064, \$91,318 and \$110,525, respectively.

Property and Equipment

Property and equipment is stated at cost at time of purchase, or at fair value at time of donation for assets contributed, less any reductions in carrying value for impairment and less accumulated depreciation. The System's policy is to capitalize expenditures for major improvements and charge maintenance and repairs currently for expenditures which do not extend the lives of the related assets. Depreciation is computed using the straight-line method in a manner intended to amortize the cost of the related assets over their estimated useful lives. For the years ended September 30, 2024 and 2023, depreciation and amortization expense was \$29,167 and \$27,291, respectively.

The System has also capitalized certain costs associated with property and equipment not yet in service. Construction in progress includes amounts incurred related to major construction projects, other renovations, and other capital equipment purchased but not yet placed in service. Capitalized interest was not significant for the years ended September 30, 2024 and 2023.

CONCORD HOSPITAL, INC. AND SUBSIDIARIES
NOTES TO CONSOLIDATED FINANCIAL STATEMENTS

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(In thousands)

1. Description of Organization and Summary of Significant Accounting Policies (Continued)

Gifts of long-lived assets such as land, buildings or equipment are reported as support without donor restrictions, and are excluded from the excess of revenues and nonoperating income over expenses, unless explicit donor stipulations specify how the donated assets must be used. Gifts of long-lived assets with explicit restrictions that specify how the assets are to be used, and gifts of cash or other assets that must be used to acquire long-lived assets, are reported as support with donor restrictions. Absent explicit donor stipulations about how long those long-lived assets must be maintained, expirations of donor restrictions are reported when the donated or acquired long-lived assets are placed in service.

Intangible Assets

The System reviews its intangible and other long-lived assets annually to determine whether the carrying amount of such assets is impaired. Upon determination that an impairment has occurred, these assets are reduced to fair value. There were no impairments recorded for the years ended September 30, 2024 or 2023.

Intangible assets are included within other noncurrent assets in the accompanying consolidated balance sheets at cost less accumulated amortization. Amortizable intangible assets consist of the following at September 30:

	<u>2024</u>	<u>2023</u>
Cost	\$ 8,556	\$ 8,556
Accumulated amortization	<u>(2,996)</u>	<u>(2,140)</u>
Amortizable intangible assets, net	<u>\$ 5,560</u>	<u>\$ 6,416</u>

Amortization expense was \$856 during the years ended September 30, 2024 and 2023 and is recorded within other nonoperating expense in the accompanying consolidated statements of operations.

Expected amortization of intangible assets through their useful lives is as follows:

2025	\$ 856
2026	856
2027	856
2028	856
2029	856
Thereafter	<u>1,280</u>
	<u>\$ 5,560</u>

Federal Grant Revenue and Expenditures

Revenues and expenses under federal grant programs are recognized as the grant expenditures are incurred.

CONCORD HOSPITAL, INC. AND SUBSIDIARIES
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1. **Description of Organization and Summary of Significant Accounting Policies (Continued)**

Bond Issuance Costs/Original Issue Discount or Premium

Bond issuance costs incurred to obtain financing for construction and renovation projects and the original issue discount or premium are amortized to interest expense using the straight-line method, which approximates the effective interest method, over the life of the respective bonds. The original issue discount or premium and bond issuance costs are presented as a component of bonds payable.

Charity Care

The System provides care to patients who meet certain criteria under its charity care policy without charge or at amounts less than its established rates (Note 12). Because the System does not pursue collection of amounts determined to qualify as charity care, they are not reported as revenue. The System uses an industry standard approach in calculating the costs associated with providing charity care. Funds received from gifts and grants to subsidize charity services provided for the years ended September 30, 2024 and 2023 were approximately \$134 and \$130, respectively.

Net Assets With Donor Restrictions

Gifts are reported as restricted support if they are received with donor stipulations that limit the use of donated assets. Donated investments, supplies and equipment are reported at fair value at the date of receipt. Unconditional promises to give cash and other assets are reported at fair value at the date of receipt of the promise. When a donor restriction expires (when a stipulated time restriction ends or purpose restriction is accomplished), net assets with donor restrictions are reclassified as net assets without donor restrictions and reported in the statement of operations as either net assets released from restrictions for operations (for noncapital related items) or as net assets released from restrictions used for purchases of property and equipment (capital related items). Some net assets with donor restrictions have been restricted by donors to be maintained by the System in perpetuity.

Patient Service Revenue

Revenues generally relate to contracts with patients in which the System's performance obligations are to provide health care services to patients. Revenues are recorded during the period obligations to provide health care services are satisfied. Performance obligations for inpatient services are generally satisfied over a period of days. Performance obligations for outpatient services are generally satisfied over a period of less than one day. The contractual relationships with patients, in most cases, also involve a third-party payor (Medicare, Medicaid, managed care health plans and commercial insurance companies, including plans offered through the health insurance exchanges) and the transaction prices for the services provided are dependent upon the terms provided by Medicare and Medicaid or negotiated with managed care health plans and commercial insurance companies, the third-party payors. The payment arrangements with third-party payors for the services provided to related patients typically specify payments at amounts less than standard charges. Medicare generally pays for inpatient and outpatient services at prospectively determined rates based on clinical, diagnostic and other factors. Services provided to patients having Medicaid coverage are generally paid at prospectively determined rates per discharge, per identified service or per covered member. Agreements with commercial insurance carriers, managed care and preferred provider organizations generally provide for payments based upon predetermined rates per diagnosis, per diem rates or discounted fee-for-service rates. Management continually reviews the revenue recognition process to consider and incorporate updates to laws and regulations and the frequent changes in managed care contractual terms resulting from contract renegotiations and renewals.

CONCORD HOSPITAL, INC. AND SUBSIDIARIES
NOTES TO CONSOLIDATED FINANCIAL STATEMENTS

September 30, 2024 and 2023
(In thousands)

1. Description of Organization and Summary of Significant Accounting Policies (Continued)

The collection of outstanding receivables for Medicare, Medicaid, managed-care payors, other third-party payors and patients is the System's primary source of cash and is critical to its operating performance. The primary collection risks relate to uninsured patient accounts, including patient accounts for which the primary insurance carrier has paid the amounts covered by the applicable agreement, but patient responsibility amounts (deductibles and copayments) remain outstanding. Implicit price concessions relate primarily to amounts due directly from patients. Estimated implicit price concessions are recorded for all uninsured accounts, regardless of the aging of those accounts. Accounts are written off when all reasonable internal and external collection efforts have been performed. The estimates for implicit price concessions are based upon management's assessment of historical write-offs and expected net collections, business and economic conditions, trends in federal, state and private employer health care coverage and other collection indicators. Management relies on the results of detailed reviews of historical write-offs and collections at facilities that represent a majority of hospital revenues and accounts receivable (the "hindsight analysis") as a primary source of information in estimating the collectability of accounts receivable. Management performs the hindsight analysis regularly, utilizing rolling twelve-months accounts receivable collection and write-off data. Management believes its regular updates to the estimated implicit price concession amounts provide reasonable estimates of revenues and valuations of accounts receivable. These routine, regular changes in estimates have not resulted in material adjustments to the valuations of accounts receivable or period-to-period comparisons of operations.

The System receives payment for other Medicaid outpatient services on a reasonable cost basis which are settled with retroactive adjustments upon completion and audit of related cost reports. Differences between amounts previously estimated and amounts subsequently determined to be recoverable or payable are included in patient service revenues in the year that such amounts become known. For the years ended September 30, 2024 and 2023, patient service revenue in the accompanying consolidated statements of operations increased by approximately \$10,400 and \$4,700, respectively, due to actual settlements and changes in assumptions underlying estimated future third-party settlements.

Revenues from the Medicare and Medicaid programs accounted for approximately 39% and 4% and 40% and 5% of the System's patient service revenue for the years ended September 30, 2024 and 2023, respectively. Laws and regulations governing the Medicare and Medicaid programs are complex and subject to interpretation.

Excess of Revenues and Nonoperating Income Over Expenses

The System has deemed all activities as ongoing, major or central to the provision of health care services and, accordingly, they are reported as operating revenue and expenses, except for contributions and pledges without donor restrictions, the related philanthropy expenses and investment income which are recorded as nonoperating income.

CONCORD HOSPITAL, INC. AND SUBSIDIARIES
NOTES TO CONSOLIDATED FINANCIAL STATEMENTS

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1. **Description of Organization and Summary of Significant Accounting Policies (Continued)**

The consolidated statements of operations also include excess of revenues and nonoperating income over expenses. Changes in net assets without donor restrictions which are excluded from excess of revenues and nonoperating income over expenses, consistent with industry practice, include the permanent transfers of assets to and from affiliates for other than goods and services, unrealized gains on debt securities, pension adjustments and contributions of long-lived assets (including assets acquired using contributions which by donor restriction were to be used for the purposes of acquiring such assets).

Estimated Workers' Compensation, Malpractice and Health Care Claims

The provision for estimated workers' compensation, malpractice and health care claims includes estimates of the ultimate costs for both reported claims and claims incurred but not reported.

Functional Expense Allocation

The costs of providing program services and other activities have been summarized on a functional basis in Note 11. Accordingly, costs have been allocated among program services and supporting services benefited.

Income Taxes

The Hospital, CH-Laconia, CH-Franklin, CRHCCD, CRHVC, and the Trust are not-for-profit corporations as described in Section 501(c)(3) of the Internal Revenue Code, and are exempt from federal income taxes on related income pursuant to Section 501(a) of the Code. CH-ACO was organized as a single member limited liability company and has elected to be treated as a disregarded entity for federal and state income tax reporting purposes. Accordingly, all income or losses and applicable tax credits are reported on the member's income tax returns, with the exception of taxes due to the State of New Hampshire. Management evaluated the System's tax positions and concluded the System has maintained its tax-exempt status, does not have any significant unrelated business income and had taken no uncertain tax positions that require adjustment to or disclosure in the accompanying consolidated financial statements. GSIE, CHIG, CH-ACO, CEC and CRHSC account for income taxes in accordance with Financial Accounting Standards Board (FASB) Accounting Standards Codification (ASC) 740, *Income Taxes*. FASB ASC 740 is an asset and liability method, which requires the recognition of deferred tax assets and liabilities for the expected future tax consequences of temporary differences between the tax and financial reporting basis of certain assets and liabilities. Resulting income tax expense and the temporary differences between the tax and financial reporting basis are not material.

Advertising Costs

The System expenses advertising costs as incurred, and such costs totaled \$326 and \$247 for the years ended September 30, 2024 and 2023, respectively.

CONCORD HOSPITAL, INC. AND SUBSIDIARIES
NOTES TO CONSOLIDATED FINANCIAL STATEMENTS

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(In thousands)

1. Description of Organization and Summary of Significant Accounting Policies (Continued)

Leases

At the inception of an arrangement, the System determines whether the arrangement is, or contains, a lease based on the unique facts and circumstances present in the arrangement. A lease is a contract, or part of a contract, that conveys the right to control the use of identified property or equipment (an identified asset) for a period of time in exchange for consideration. The System determines if the contract conveys the right to control the use of an identified asset for a period of time. The System assesses throughout the period of use whether the System has both of the following: (1) the right to obtain substantially all of the economic benefits from use of the identified asset, and (2) the right to direct the use of the identified asset. This determination is reassessed if the terms of the contract are changed.

Leases are classified as operating or finance leases based on the terms of the lease agreement and certain characteristics of the identified asset. Leases with a term greater than one year are recognized on the balance sheet as right-of-use assets and lease obligations, as applicable.

The interest rate implicit in lease contracts is typically not readily determinable. As a result, the System has elected to utilize a risk-free rate as the rate to discount lease payments.

Lease liabilities are initially recorded based on the present value of lease payments over the expected remaining lease term. Lease payments are comprised of fixed and in-substance fixed contract consideration. The System has made a policy election not to separate lease components, nonlease components, and noncomponents. The right-of-use asset is based on the lease liability, adjusted for certain items such as lease prepayments or lease incentives received. Finance lease assets are amortized on a straight-line basis, with interest costs reported separately, over the lesser of the useful life of the leased asset or lease term. Operating lease expense is recognized on a straight-line basis. Variable lease payments are expensed as incurred.

The System assesses at the commencement of a lease any options to extend or terminate the lease agreement, and will include in the lease term any extensions or renewals which it determines it is reasonably certain to exercise. Assumptions made at the lease commencement date are re-evaluated upon the occurrence of certain events, including a lease modification. A lease modification results in a separate contract when the modification grants the lessee an additional right-of-use not included in the original lease and when lease payments increase commensurate with the standalone price for the additional right-of-use. When a lease modification results in a separate contract, it is accounted for in the same manner as a new lease.

Subsequent Events

Management of the System evaluated events occurring between the end of the System's fiscal year and December 11, 2024, the date the consolidated financial statements were available to be issued.

CONCORD HOSPITAL, INC. AND SUBSIDIARIES
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(In thousands)

2. Transactions With Affiliates

The System provides funds to CRHC and its affiliates which are used for a variety of purposes. The System records the transfer of funds to CRHC and the other affiliates as either receivables or directly against net assets, depending on the intended use and repayment requirements of the funds. Generally, funds transferred for start-up costs of new ventures or capital related expenditures are recorded as charges against net assets. For the years ended September 30, 2024 and 2023, transfers received from affiliates were \$173 and \$97, respectively.

Amounts due the System, primarily from joint ventures, totaled \$645 and \$1,910 at September 30, 2024 and 2023, respectively. Amounts have been classified as current or long-term depending on the intentions of the parties involved. Beginning in 1999, the Hospital began charging interest on a portion of the receivables (\$395 and \$467 at September 30, 2024 and 2023, respectively) with principal and interest (6.75% at September 30, 2024) payments due monthly. Interest income amounted to \$29 and \$34 for the years ended September 30, 2024 and 2023, respectively.

A brief description of CRHC's affiliated entities is as follows:

- Granite VNA (formerly Concord Regional Visiting Nurse Association, Inc. and Subsidiary) provides home health care services.
- Riverbend Community Mental Health, Inc. provides behavioral health services.

Contributions to affiliates and other community organizations from net assets with donor restrictions were \$207 and \$302 in 2024 and 2023, respectively.

3. Financial Assets and Liquidity Resources

Financial assets and liquidity resources available within one year for general expenditure consisted of the following at September 30, 2024:

Cash and cash equivalents	\$ 52,551
Short-term investments	88,627
Accounts receivable	90,064
Funds held by trustee for insurance reserves	<u>20,257</u>
	<u>\$251,499</u>

To manage liquidity, the System maintains sufficient cash and cash equivalent balances to support daily operations throughout the year. Cash and cash equivalents and short-term investments include bank deposits, money market funds, and other similar vehicles that generate a return on cash and provide daily liquidity to the System. In addition, the System has board-designated assets without donor restrictions that can be utilized at the discretion of management to help fund both operational needs and/or capital projects. As of September 30, 2024, the balance of liquid investments in board-designated assets was \$445,853.

CONCORD HOSPITAL, INC. AND SUBSIDIARIES
NOTES TO CONSOLIDATED FINANCIAL STATEMENTS

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4. Investments and Assets Whose Use is Limited or Restricted

Short-term investments totaling \$88,627 and \$46,394 at September 30, 2024 and 2023, respectively, are comprised primarily of cash and cash equivalents. Assets whose use is limited or restricted are carried at fair value and consist of the following at September 30:

	<u>2024</u>	<u>2023</u>
Board designated funds:		
Cash and cash equivalents	\$ 16,132	\$ 25,295
Fixed income securities	54,733	22,124
Marketable equity and other securities	406,948	326,500
Inflation-protected securities	<u>15,884</u>	<u>14,386</u>
	493,697	388,305
Held by trustee for workers' compensation reserves:		
Fixed income securities	3,259	2,967
Self-insurance escrows and construction funds:		
Cash and cash equivalents	2,954	1,255
Fixed income securities	13,911	13,357
Marketable equity securities	<u>22,599</u>	<u>17,381</u>
	39,464	31,993
Donor-restricted funds and restricted grants:		
Cash and cash equivalents	6,446	5,857
Fixed income securities	3,547	1,372
Marketable equity securities	28,602	24,965
Inflation-protected securities	1,122	1,100
Trust funds administered by others	11,824	10,208
Other	<u>592</u>	<u>592</u>
	<u>52,133</u>	<u>44,094</u>
	<u>\$588,553</u>	<u>\$467,359</u>

Included in marketable equity and other securities above are \$220,662 and \$205,295 at September 30, 2024 and 2023, respectively, in so called alternative investments and collective trust funds. See also Note 15.

CONCORD HOSPITAL, INC. AND SUBSIDIARIES
NOTES TO CONSOLIDATED FINANCIAL STATEMENTS

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4. Investments and Assets Whose Use is Limited or Restricted (Continued)

Investment income, net realized gains and losses and net unrealized gains and losses on assets whose use is limited or restricted, cash and cash equivalents, and other investments are as follows at September 30:

	<u>2024</u>	<u>2023</u>
Net assets without donor restrictions:		
Interest and dividends	\$ 13,022	\$ 7,904
Investment income from trust funds administered by others	495	541
Net realized gains on sales of investments	11,226	5,383
Net unrealized gains on investments	<u>62,270</u>	<u>37,459</u>
	87,013	51,287
Net assets with donor restrictions:		
Interest and dividends	594	432
Net realized gains on sales of investments	821	395
Net unrealized gains on investments	<u>5,962</u>	<u>3,209</u>
	<u>7,377</u>	<u>4,036</u>
	 <u>\$ 94,390</u>	 <u>\$ 55,323</u>

In compliance with the System's spending policy, portions of investment income and related fees are recognized in other operating revenue on the accompanying consolidated statements of operations. Investment income reflected in other operating revenue was \$1,797 and \$1,767 in 2024 and 2023, respectively.

Investment management fees expensed and reflected in investment income and other were \$1,010 and \$857 for the years ended September 30, 2024 and 2023, respectively.

5. Retirement Plans

The System sponsors a defined contribution plan qualified under Section 403(b) of the U.S. Internal Revenue Code (IRC) covering eligible employees of the System. Participants are allowed to make pre-tax or post-tax Roth 403(b) contributions, or a combination of the two. The System does not make matching contributions. Effective January 1, 2024, the System elected to amend this plan to institute employer nonelective and matching contributions, based on certain eligibility requirements, as well as implementing an automatic deferral arrangement equal to 3% of eligible compensation, as further defined in the amendment.

The System sponsored two noncontributory defined benefit retirement plans (the Retirement Plan for Employees of Concord Hospital (CH Plan) and the Retirement Plan for Employees of Concord Hospital – Laconia (CH-Laconia Plan)), (collectively, the Plans), which covered substantially all employees of the System. The Plans provided benefits based on an employee's years of service, age and compensation over those years.

CONCORD HOSPITAL, INC. AND SUBSIDIARIES
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5. Retirement Plans (Continued)

On October 24, 2022, the Board of Trustees approved a merger of the CH Plan into the CH-Laconia Plan. The merger of the Plans was effective December 31, 2022 and the surviving plan was named the Retirement Plan for Employees of Concord Hospital (Concord Hospital Plan).

Effective January 1, 2024, the Board of Trustees elected to amend the Concord Hospital Plan to discontinue future participation in the Plan by any employees who are hired or rehired after December 31, 2023, as further defined in the amendment.

The System accounts for its defined benefit pension plans under ASC 715, *Compensation Retirement Benefits*, which requires entities to recognize an asset or liability for the overfunded or underfunded status of their benefit plans in their financial statements. The System's funding policy for the plans is to contribute annually the amount needed to meet or exceed actuarially determined minimum funding requirements of the *Employee Retirement Income Security Act of 1974* (ERISA).

The following table summarizes the Plans' funded status at September 30:

	2024	2023
Funded status:		
Fair value of plan assets	\$ 416,191	\$ 343,471
Projected benefit obligation	<u>(363,099)</u>	<u>(319,529)</u>
	<u>\$ 53,092</u>	<u>\$ 23,942</u>
Activities for the year consist of:		
Benefit payments and administrative expenses paid	\$ 19,256	\$ 33,965
Net periodic benefit cost	4,647	8,565

The table below presents details about the Plans, including the funded status, components of net periodic benefit cost, and certain assumptions used in determining the funded status and cost:

	2024	2023
Change in benefit obligation:		
Projected benefit obligation at beginning of year	\$319,529	\$329,477
Service cost	10,785	13,298
Interest cost	19,364	18,596
Actuarial loss (gain)	32,677	(7,877)
Benefit payments and administrative expenses paid	<u>(19,256)</u>	<u>(33,965)</u>
Projected benefit obligation at end of year	<u>\$363,099</u>	<u>\$319,529</u>

CONCORD HOSPITAL, INC. AND SUBSIDIARIES
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5. Retirement Plans (Continued)

	<u>2024</u>	<u>2023</u>
Change in plan assets:		
Fair value of plan assets at beginning of year	\$343,471	\$319,496
Actual gain on plan assets	75,976	41,940
Employer contributions	16,000	16,000
Benefit payments and administrative expenses	<u>(19,256)</u>	<u>(33,965)</u>
Fair value of plan assets at end of year	<u>\$416,191</u>	<u>\$343,471</u>
Funded status and amount recognized in noncurrent assets at September 30	<u>\$ 53,092</u>	<u>\$ 23,942</u>

Amounts recognized as a change in net assets without donor restrictions during the years ended September 30, 2024 and 2023 consist of:

	<u>2024</u>	<u>2023</u>
Net actuarial gain	\$ (14,596)	\$ (23,273)
Net amortized loss	(3,356)	(3,372)
Prior service credit amortization	<u>156</u>	<u>156</u>
Total amount recognized	<u>\$ (17,796)</u>	<u>\$ (26,489)</u>

Pension Plan Assets

The fair values of the Plans' assets as of September 30, 2024 and 2023, by asset category are as follows (see Note 15 for level definitions). In accordance with ASC 820, *Fair Value Measurements*, certain investments that are measured using the net value per share practical expedient have not been classified in the fair value hierarchy.

	<u>2024</u>	<u>2023</u>
Short-term investments (Level 1):		
Money market funds	\$ 12,498	\$ 12,804
Equity securities (Level 1):		
Mutual funds – domestic	191,355	145,825
Mutual funds – international	10,328	-
Fixed income securities (Level 1):		
Mutual funds – inflation hedge	14,214	12,946
Mutual funds – fixed income	<u>49,304</u>	<u>37,877</u>
	<u>277,699</u>	<u>209,452</u>

CONCORD HOSPITAL, INC. AND SUBSIDIARIES
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5. Retirement Plans (Continued)

	<u>2024</u>	<u>2023</u>
Funds measured at net asset value:		
Equity securities:		
Funds-of-funds	\$ 93,308	\$ 81,170
Collective trust funds:		
Equities	45,184	46,327
Fixed income	<u>—</u>	<u>6,522</u>
	<u>45,184</u>	<u>52,849</u>
Total investments at fair value	<u>\$416,191</u>	<u>\$343,471</u>

The Concord Hospital Plan's target asset policy guidelines include total short-term investments between 0% and 20%, total equity securities between 40%-80%, total fixed income securities between 5% and 80%, and other strategies between 0% and 30%. The CH Plan's target asset policy guidelines, prior to the merger of the Plans described above, included total short-term investments between 0% and 20%, total equity securities between 40%-80%, total fixed income securities between 5% and 80%, and other strategies between 0% and 30%. The CH-Laconia Plan's target asset policy guidelines, prior to the merger of the Plans described above, included total equity securities of 50% and total fixed income securities of 50%.

The Plans' asset allocations by asset category are as follows as of September 30:

	<u>2024</u>	<u>2023</u>
Short-term investments	3%	4%
Equity securities	71%	66%
Fixed income securities	15%	17%
Other	11%	13%

The funds-of-funds in the Concord Hospital Plan are invested with various investment managers and have various restrictions on redemptions. One manager holding amounts totaling approximately \$23.7 million at September 30, 2024 allows for semi-monthly redemptions, with 5 days' notice. One manager holding approximately \$10.5 million at September 30, 2024 allows for monthly redemptions, with 15 days' notice. Four managers holding amounts totaling approximately \$39.1 million at September 30, 2024 allow for quarterly redemptions, with notices ranging from 45 to 65 days. Two managers holding amounts totaling approximately \$20.0 million at September 30, 2024 allow for annual redemptions, with notices ranging from 60 to 90 days. The collective trust funds allow for monthly redemptions, with notices ranging from 6 to 10 days. Certain funds also may include a fee estimated to be equal to the cost the fund incurs in converting investments to cash, limit the percent of the investment that can be redeemed each redemption period, or are subject to certain lock periods.

CONCORD HOSPITAL, INC. AND SUBSIDIARIES
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5. Retirement Plans (Continued)

The System considers various factors in estimating the expected long-term rate of return on plan assets. Among the factors considered include the historical long-term returns on plan assets, the current and expected allocation of plan assets, input from the System's actuaries and investment consultants, and long-term inflation assumptions. The System's expected allocation of plan assets is based on a diversified portfolio consisting of domestic and international equity securities, fixed income securities, and real estate.

The System's investment policy for its pension plans is to balance risk and returns using a diversified portfolio consisting primarily of high quality equity and fixed income securities. To accomplish this goal, plan assets are actively managed by outside investment managers with the objective of optimizing long-term return while maintaining a high standard of portfolio quality and proper diversification. The System monitors the maturities of fixed income securities so that there is sufficient liquidity to meet current benefit payment obligations. The System's Investment Committee provides oversight of the Plans' investments and the performance of the investment managers.

Amounts included in expense consist of the following for the years ended September 30:

	<u>2024</u>	<u>2023</u>
Components of net periodic benefit cost:		
Service cost	\$ 10,785	\$ 13,298
Interest cost	19,364	18,596
Expected return on plan assets	(28,702)	(26,545)
Amortization of prior service credit and loss	<u>3,200</u>	<u>3,216</u>
Net periodic benefit cost	<u>\$ 4,647</u>	<u>\$ 8,565</u>

The accumulated benefit obligation for the Plans at September 30, 2024 and 2023 was \$354,327 and \$313,562, respectively.

	<u>2024</u>	<u>2023</u>
Weighted average assumptions to determine benefit obligation:		
Discount rate	5.38%	6.11%
Rate of compensation increase	3.00%	3.00%
Weighted average assumptions to determine net periodic benefit cost:		
Discount rate	6.11%	5.63%
Expected return on plan assets	8.50%	7.60%
Cash balance credit rate	3.00% - 5.00%	3.00% - 5.00%
Rate of compensation increase	3.00%	3.00%

In selecting the long-term rate of return on plan assets, the System considered the average rate of earnings expected on the funds invested or to be invested to provide for the benefits of the plans. This included considering the plans' asset allocation and the expected returns likely to be earned over the life of the plans, as well as the historical returns on the types of assets held and the current economic environment.

CONCORD HOSPITAL, INC. AND SUBSIDIARIES

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5. Retirement Plans (Continued)

The System funds the pension plans and no contributions are made by employees. The System funds the plans annually by making a contribution of at least the minimum amount required by applicable regulations and as recommended by the System's actuary. However, the System may also fund the plans in excess of the minimum required amount.

Cash contributions in subsequent years will depend on a number of factors including performance of plan assets. However, the System expects to fund \$5,000 in cash contributions to the Concord Hospital Plan in 2025.

Benefit payments, which reflect expected future service, as appropriate, are expected to be paid as follows:

Year Ended September 30

2025	\$ 25,929
2026	24,465
2027	33,327
2028	30,120
2029	28,170
2030 – 2034	152,052

6. Estimated Third-Party Payor Settlements

The System has agreements with third-party payors that provide for payments to the System at amounts different from its established rates. A summary of the payment arrangements with major third-party payors follows:

Medicare

Inpatient and outpatient services rendered to Medicare program beneficiaries are primarily paid at prospectively determined rates. These rates vary according to a patient classification system that is based on clinical diagnosis and other factors. In addition to this, the System is also reimbursed for medical education and other items which require cost settlement and retrospective review by the fiscal intermediary. Accordingly, the System files an annual cost report with the Medicare program after the completion of each fiscal year to report activity applicable to the Medicare program and to determine any final settlements.

The physician practices are reimbursed on a fee schedule basis.

Medicaid Enhancement Tax and Disproportionate Share Payment

Under the State of New Hampshire's (the State) tax code, the State imposes a Medicaid Enhancement Tax (MET) equal to 5.40% of net patient service revenues in State fiscal years 2024 and 2023. The amount of tax incurred by the System for 2024 and 2023 was \$34,152 and \$32,647, respectively.

CONCORD HOSPITAL, INC. AND SUBSIDIARIES
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6. Estimated Third-Party Payor Settlements (Continued)

In the fall of 2010, in order to remain in compliance with stated federal regulations, the State of New Hampshire adopted a new approach related to Medicaid disproportionate share funding (DSH) retroactive to July 1, 2010. Unlike the former funding method, the State's approach led to a payment that was not directly based on, and did not equate to, the level of tax imposed. As a result, the legislation created some level of losses at certain New Hampshire hospitals, while other hospitals realized gains. DSH payments from the State are recorded within revenue without donor restrictions and other support and amounted to \$28,788 in 2024 and \$30,212 in 2023, net of reserves referenced below.

The Centers for Medicare and Medicaid Services (CMS) has completed audits of the State's program and the disproportionate share payments made by the State from 2011 to 2020, the first years that those payments reflected the amount of uncompensated care provided by New Hampshire hospitals. It is possible that subsequent years will also be audited by CMS. The System has recorded reserves to address its potential exposure based on the audit results to date or any future redistributions.

During fiscal year 2024, the Hospital filed suit against the NH Department of Health and Human Services over their plan for the redistribution of DSH payments from 2011 to 2017. All amounts related to the redistribution plan have been fully reserved for as of September 30, 2024.

Medicaid

Inpatient services rendered to Medicaid program beneficiaries are paid at prospectively determined rates per discharge. Outpatient services rendered to Medicaid program beneficiaries are reimbursed under fee schedules and cost reimbursement methodologies subject to various limitations or discounts. The System is reimbursed at a tentative rate with final settlement determined after submission of annual cost reports by the System and audits thereof by the Medicaid program.

The physician practices are reimbursed on a fee schedule basis.

Other

The System has also entered into payment agreements with certain commercial insurance carriers and health maintenance organizations. The basis for payment to the System under these agreements includes prospectively determined rates per discharge, discounts from established charges, fee schedules, and prospectively determined rates.

The accrual for estimated third-party payor settlements reflected on the accompanying consolidated balance sheets represents the estimated net amounts to be paid under reimbursement contracts with the Centers for Medicare and Medicaid Services (Medicare), the New Hampshire Department of Welfare (Medicaid) and any commercial payors with settlement provision. Settlements for the Hospital have been finalized through 2018 for Medicare and Medicaid. Settlements for CH-Laconia have been finalized through 2020 for Medicare and Medicaid. Settlements for CH-Franklin have been finalized through 2022 for Medicare and 2021 for Medicaid.

CONCORD HOSPITAL, INC. AND SUBSIDIARIES
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7. Long-Term Debt and Finance Lease Liabilities

Long-term debt consists of the following at September 30, 2024 and 2023:

	<u>2024</u>	<u>2023</u>
New Hampshire Health and Education Facilities Authority (NHHEFA) Revenue bonds, Concord Hospital Issue, Series 2021A; interest ranging from 3.0% to 5.0% per year and principal payable in annual installments ranging from \$1,685 to \$3,095 through October 2042, including unamortized original issue premium of \$5,730 in 2024 and \$6,219 in 2023	\$ 43,911	\$ 46,280
2020A note payable to a bank, due October 1, 2026, interest at 1.57% per annum, payable in monthly and annual principal payments ranging from \$2,500 to \$2,580	7,624	10,093
2020B note payable to a bank, due October 1, 2035 (lender has the option to extend the maturity date through October 1, 2043), interest at 2.26% per annum, payable in monthly and annual principal payments ranging from \$991 to \$2,942 beginning October 2023. Final balloon payment of \$10,157 due October 1, 2035, if the maturity date is not extended by the lender. This note converted into tax-exempt revenue bonds effective July 6, 2022. As a result of the conversion, the interest rate was reduced to 1.84%	34,667	36,582
NHHEFA Revenue Bonds, Concord Hospital Issue, Series 2017; interest of 5.0% per year and principal payable in annual installments. Installments ranging from \$2,010 to \$5,965 beginning October 2032, including unamortized original issue premium of \$5,598 in 2024 and \$5,923 in 2023	<u>59,808</u>	<u>60,012</u>
	146,010	152,967
Less unamortized bond issuance costs	(1,222)	(1,298)
Finance lease liabilities (see Note 16)	762	-
Less current portion	<u>(4,676)</u>	<u>(6,144)</u>
	<u>\$140,874</u>	<u>\$145,525</u>

In June 2021, \$51,498 (including an original issue premium of \$7,728) of NHHEFA Revenue Bonds, Concord Hospital Issue, Series 2021A, were issued to assist in funding capital and facility projects, and to refund the Series 2013B NHHEFA Hospital Revenue Bonds.

In March 2020, the Hospital entered into a \$36,582 note payable agreement (2020B note) with a lender to advance refund the Series 2013A NHHEFA Hospital Revenue Bonds. No amounts of the Series 2013A advance refunded bonds remained outstanding as of September 30, 2024 and 2023. In conjunction with the issuance of the 2020B note, in order to further reduce debt service obligations, the Hospital, NHHEFA and the lender entered into a forward purchase agreement. Under the forward purchase agreement, the Hospital had the option to request NHHEFA to issue tax-exempt revenue bonds on or after July 3, 2022 to refinance the 2020B note. The Hospital exercised this option on July 6, 2022, which resulted in the interest rate decreasing from 2.26% to 1.84%.

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7. Long-Term Debt and Finance Lease Liabilities (Continued)

In December 2017, \$62,004 (including an original issue premium of \$7,794) of NHHEFA Revenue Bonds, Concord Hospital Issue, Series 2017, were issued to pay for the construction of a new medical office building. In addition, the Series 2017 Revenue Bonds reimbursed the Hospital for capital expenditures incurred in association with the construction of a parking garage and the construction of a medical office building, as well as routine capital expenditures.

Substantially all the property and equipment relating to the aforementioned construction and renovation projects, as well as subsequent property and equipment additions thereto, are pledged as collateral for all outstanding long-term debt. In addition, the gross receipts of the Hospital, CH-Laconia and CH-Franklin are also pledged as collateral for all outstanding long-term debt. CH-Laconia and CH-Franklin also pledge gross receipts as collateral for the outstanding Series 2021A Revenue Bonds. The most restrictive financial covenants require a 1.10 to 1.0 ratio of aggregate income available for debt service to total annual debt service and a day's cash on hand ratio of 75 days. The System was in compliance with its debt covenants at September 30, 2024 and 2023.

The obligations of the Hospital under the above bond indentures are guaranteed by the Hospital, CH-Laconia and CH-Franklin and are not guaranteed by any of the subsidiaries or affiliated entities.

Interest paid on long-term debt amounted to \$5,064 and \$5,215 for the years ended September 30, 2024 and 2023, respectively.

The aggregate principal payments on long-term debt and finance lease liabilities for the next five fiscal years ending September 30 and thereafter are as follows:

2025	\$ 4,676
2026	5,414
2027	7,194
2028	4,579
2029	4,648
Thereafter	<u>108,933</u>
	<u>\$135,444</u>

CONCORD HOSPITAL, INC. AND SUBSIDIARIES
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8. Commitments and Contingencies

Malpractice Loss Contingencies

The System insures its medical malpractice risks through GSIE, a multiprovider captive insurance company. As discussed in Note 1, during 2022, GSIE began the process of winding down operations and was replaced with CHIG.

GSIE and CHIG provide claims-made medical stop loss coverage to their subscriber health systems. Subsequent to December 31, 2020, the System is the sole remaining subscriber of GSIE. The System is also the only subscriber of CHIG. GSIE and CHIG purchase reinsurance from three reinsurers to limit potential exposure to the System. The reinsurance policies in place are subject to renewal on January 1, 2025, and, after the System's primary retained layer of \$2 million (GSIE) and \$3 million (CHIG) per occurrence and \$12 million aggregate, cover up to \$25 million per occurrence and aggregate per annum. The failure of reinsurers to honor their obligations could result in additional losses to GSIE and CHIG, and those losses could be significant to GSIE, CHIG and the System.

The reserve for unpaid losses and loss adjustment expenses and the related reinsurance recoverables includes case basis estimates of reported losses, plus supplemental reserves for incurred but not reported losses (IBNR) calculated based upon loss projections utilizing historical and industry data. An independent consulting actuary is involved in establishing this reserve and the related reinsurance recoverables. Management of the System believes that GSIE's and CHIG's aggregate reserve for unpaid losses and loss adjustment expenses and related reinsurance recoverables at year-end represent its best estimate, based on the available data, of the amount necessary to cover the ultimate cost of losses; however, because of the nature of the insured risks and limited historical experience, actual loss experience may not conform to the assumptions used in determining the estimated amounts for such liability and corresponding asset at the consolidated balance sheet date. Accordingly, the ultimate liability and corresponding asset could be significantly in excess of or less than the amount indicated in these consolidated financial statements. As adjustments to these estimates become necessary, such adjustments are reflected in current year operations. Amounts recoverable from reinsurers have been reduced to their net realizable value.

At September 30, 2024, there were no known malpractice claims outstanding for the System, which, in the opinion of management will be settled for amounts in excess of insurance coverage, nor were there any unasserted claims or incidents which require loss accruals. The System has established reserves for unpaid claim amounts for Hospital and Physician Professional Liability and General Liability reported claims and for unreported claims for incidents that have been incurred but not reported. The amounts of the reserves total \$19,428 and \$17,690 at September 30, 2024 and 2023, respectively, and are reflected in the accompanying consolidated balance sheets within reserves for insurance. The possibility exists, as a normal risk of doing business, that malpractice claims in excess of insurance coverage may be asserted against the System.

CONCORD HOSPITAL, INC. AND SUBSIDIARIES
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8. Commitments and Contingencies (Continued)

In accordance with ASU No. 2010-24, "Health Care Entities" (Topic 954): *Presentation of Insurance Claims and Related Insurance Recoveries*, at September 30, 2024 and 2023, the System recorded a liability of approximately \$3,900 and \$3,100, respectively related to estimated professional liability losses. At September 30, 2024 and 2023, the System also recorded a receivable of \$3,900 and \$3,100, respectively, related to estimated recoveries under insurance coverage for recoveries of the potential losses. These amounts are included in reserve for insurance (\$3,900 at September 30, 2024 and \$3,100 at September 30, 2023), and other assets (\$3,900 at September 30, 2024 and \$3,100 at September 30, 2023), respectively, in the accompanying consolidated balance sheets.

Workers' Compensation

The System maintains workers' compensation insurance under a self-insurance plan. The plan offers, among other provisions, certain specific and aggregate stop-loss coverage to protect the System against excessive losses. The System has employed independent actuaries to estimate the ultimate costs, if any, of the settlement of such claims. Accrued workers' compensation losses of \$3,451 and \$4,061 at September 30, 2024 and 2023, respectively, are recorded within accounts payable and accrued expenses in the accompanying consolidated balance sheets and have been discounted at 3% and, in management's opinion, provide an adequate reserve for loss contingencies. A trustee held fund has been established as a reserve under the plan. Assets held in trust totaled \$3,259 and \$2,967 at September 30, 2024 and 2023, respectively, and are included in assets whose use is limited or restricted in the accompanying consolidated balance sheets.

Litigation

The System is involved in litigation and regulatory investigations arising in the ordinary course of business. After consultation with legal counsel, management estimates that these matters will be resolved without material adverse effect on the System's financial position, results of operations or cash flows.

Health Insurance

The System has a self-funded health insurance plan. The plan is administered by an insurance company which assists in determining the current funding requirements of participants under the terms of the plan and the liability for claims and assessments that would be payable at any given point in time. The System recognizes revenue for services provided to employees of the System during the year. The System is insured above a stop-loss amount of \$550 on individual claims. Estimated unpaid claims, and those claims incurred but not reported at September 30, 2024 and 2023, have been recorded as a liability of \$13,616 and \$13,631, respectively, and are reflected in the accompanying consolidated balance sheets within accounts payable and accrued expenses.

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9. Net Assets With Donor Restrictions

Net assets with donor restrictions are available for the following purposes at September 30:

	<u>2024</u>	<u>2023</u>
Purpose restriction:		
Health education and program services	\$24,801	\$18,770
Capital acquisitions	617	441
Indigent care	80	83
Pledges receivable with stipulated purpose and/or time restrictions	<u>575</u>	<u>575</u>
	26,073	19,869
Perpetual in nature:		
Health education and program services	22,590	20,859
Capital acquisitions	803	803
Indigent care	2,113	2,105
Annuities to be held in perpetuity	<u>554</u>	<u>458</u>
	<u>26,060</u>	<u>24,225</u>
Total net assets with donor restrictions	<u>\$52,133</u>	<u>\$44,094</u>

10. Patient Service Revenue

An estimated breakdown of patient service revenue for the System by major payor sources is as follows for the years ended September 30:

	<u>2024</u>	<u>2023</u>
Private payor (includes coinsurance and deductibles)	\$434,421	\$388,492
Medicare	302,298	282,111
Medicaid	33,110	34,880
Self-pay	<u>3,565</u>	<u>275</u>
	<u>\$773,394</u>	<u>\$705,758</u>

CONCORD HOSPITAL, INC. AND SUBSIDIARIES
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11. Functional Expenses

The System provides general health care services to residents within its geographic location. Expenses related to providing these services are as follows for the years ended September 30:

	<u>Health Services</u>	<u>General and Administrative</u>	<u>Fund- raising</u>	<u>Total</u>
2024				
Salaries and wages	\$340,034	\$ 65,471	\$ 636	\$406,141
Employee benefits	79,395	15,289	148	94,832
Supplies and other	141,137	24,597	191	165,925
Purchased services	43,322	18,213	131	61,666
Professional fees	7,836	-	-	7,836
Depreciation and amortization	19,568	9,290	309	29,167
Medicaid enhancement tax	34,152	-	-	34,152
Interest	<u>2,904</u>	<u>1,378</u>	<u>46</u>	<u>4,328</u>
	<u>\$668,348</u>	<u>\$134,238</u>	<u>\$ 1,461</u>	<u>\$804,047</u>
2023				
Salaries and wages	\$316,143	\$ 60,492	\$ 574	\$377,209
Employee benefits	68,381	13,086	124	81,591
Supplies and other	131,206	21,241	188	152,635
Purchased services	37,677	19,896	223	57,796
Professional fees	17,021	-	-	17,021
Depreciation and amortization	18,310	8,692	289	27,291
Medicaid enhancement tax	32,647	-	-	32,647
Interest	<u>2,868</u>	<u>1,362</u>	<u>45</u>	<u>4,275</u>
	<u>\$624,253</u>	<u>\$124,769</u>	<u>\$ 1,443</u>	<u>\$750,465</u>

The consolidated financial statements report certain expense categories that are attributable to more than one healthcare service or support function. Therefore, these expenses require an allocation on a reasonable basis that is consistently applied. Costs not directly attributable to a function, such as depreciation and interest, are allocated to a function based on square footage. Supporting activities that are not directly identifiable with one or more healthcare programs are classified as general and administrative. If it is impossible or impractical to make a direct identification, allocation of the expenses were made according to management's estimates. Employee benefits are allocated in accordance with the ratio of salaries and wages of the functional classes. Specifically identifiable costs are assigned to the function which they are identified to.

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12. Charity Care and Community Benefits (Unaudited)

The System maintains records to identify and monitor the level of charity care it provides. The System provides traditional charity care, as well as other forms of community benefits. The estimated cost of all such benefits provided is as follows for the years ended September 30:

	<u>2024</u>	<u>2023</u>
Government sponsored healthcare	\$ 39,057	\$ 35,353
Community health services	1,618	1,507
Health professions education	2,443	2,801
Subsidized health services	56,664	52,622
Research	298	306
Financial contributions	453	1,405
Community benefit operations	59	68
Community building activities	285	786
Charity care costs (see Note 1)	<u>4,069</u>	<u>3,465</u>
	<u>\$104,946</u>	<u>\$98,313</u>

The System incurred estimated costs for services to Medicare patients in excess of the payment from this program of \$81,429 and \$82,230 in 2024 and 2023, respectively.

13. Concentration of Credit Risk

The System grants credit without collateral to its patients, most of whom are local residents of southern New Hampshire and are insured under third-party payor agreements. The mix of gross receivables from patients and third-party payors as of September 30 is as follows:

	<u>2024</u>	<u>2023</u>
Patients	11%	9%
Medicare	39	38
Anthem Blue Cross	16	19
Cigna	3	3
Medicaid	9	10
Commercial	20	19
Workers' compensation	<u>2</u>	<u>2</u>
	<u>100%</u>	<u>100%</u>

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14. Volunteer Services (Unaudited)

Total volunteer service hours received by the System were approximately 25,500 and 25,000 in 2024 and 2023, respectively. The volunteers provide various nonspecialized services to the System, none of which has been recognized as revenue or expense in the accompanying consolidated statements of operations.

15. Fair Value Measurements

Fair value of a financial instrument is defined as the price that would be received to sell an asset or paid to transfer a liability in an orderly transaction between market participants at the measurement date. In determining fair value, the System uses various methods including market, income and cost approaches. Based on these approaches, the System often utilizes certain assumptions that market participants would use in pricing the asset or liability, including assumptions about risk and or the risks inherent in the inputs to the valuation technique. These inputs can be readily observable, market corroborated, or generally unobservable inputs. The System utilizes valuation techniques that maximize the use of observable inputs and minimize the use of unobservable inputs. Based on the observability of the inputs used in the valuation techniques, the System is required to provide the following information according to the fair value hierarchy. The fair value hierarchy ranks the quality and reliability of the information used to determine fair values. Financial assets and liabilities carried at fair value will be classified and disclosed in one of the following three categories:

Level 1 – Valuations for assets and liabilities traded in active exchange markets, such as the New York Stock Exchange. Level 1 also includes U.S. Treasury and federal agency securities and federal agency mortgage-backed securities, which are traded by dealers or brokers in active markets. Valuations are obtained from readily available pricing sources for market transactions involving identical assets or liabilities.

Level 2 – Valuations for assets and liabilities traded in less active dealer or broker markets. Valuations are obtained from third party pricing services for identical or similar assets or liabilities.

Level 3 – Valuations for assets and liabilities that are derived from other valuation methodologies, including option pricing models, discounted cash flow models and similar techniques, and not based on market exchange, dealer or broker traded transactions. Level 3 valuations incorporate certain assumptions and projections in determining the fair value assigned to such assets or liabilities.

In determining the appropriate levels, the System performs a detailed analysis of the assets and liabilities. There have been no changes in the methodologies used at September 30, 2024 and 2023. In accordance with ASC 820, *Fair Value Measurements*, certain investments that are measured using the net value per share practical expedient have not been classified in the fair value hierarchy.

CONCORD HOSPITAL, INC. AND SUBSIDIARIES
NOTES TO CONSOLIDATED FINANCIAL STATEMENTS

September 30, 2024 and 2023
(In thousands)

15. Fair Value Measurements (Continued)

The following presents the balances of assets measured at fair value on a recurring basis at September 30:

	Level 1	Level 2	Level 3	Total
2024				
Cash and cash equivalents	\$114,159	\$ -	\$ -	\$114,159
Fixed income securities	59,373	11,800	-	71,173
Marketable equity and other securities	237,487	-	-	237,487
Inflation-protected securities and other	17,598	-	-	17,598
Trust funds administered by others	-	-	11,824	11,824
	<u>\$428,617</u>	<u>\$11,800</u>	<u>\$11,824</u>	452,241
Funds measured at net asset value:				
Marketable equity and other securities				<u>220,662</u>
				<u>\$672,903</u>
2023				
Cash and cash equivalents	\$ 78,801	\$ -	\$ -	\$ 78,801
Fixed income securities	25,471	10,177	-	35,648
Marketable equity and other securities	163,551	-	-	163,551
Inflation-protected securities and other	16,078	-	-	16,078
Trust funds administered by others	-	-	10,208	10,208
	<u>\$283,901</u>	<u>\$10,177</u>	<u>\$10,208</u>	304,286
Funds measured at net asset value:				
Marketable equity and other securities				<u>205,295</u>
				<u>\$509,581</u>

In addition, for the years ended September 30, 2024 and 2023, there are certain investments totaling \$4,277 and \$4,172, respectively, which are appropriately being carried at cost.

The System's Level 3 investments consist of funds administered by others. The fair value measurement is based on significant unobservable inputs.

Investments, in general, are exposed to various risks, such as interest rate, credit and overall market volatility. As such, it is reasonably possible that changes in the fair value of investments will occur in the near term and that such changes could materially affect the amounts reported in the accompanying consolidated balance sheets and statements of operations.

CONCORD HOSPITAL, INC. AND SUBSIDIARIES
NOTES TO CONSOLIDATED FINANCIAL STATEMENTS

September 30, 2024 and 2023
(In thousands)

15. Fair Value Measurements (Continued)

A reconciliation of the fair value measurements using significant unobservable inputs (Level 3) is as follows for 2024 and 2023:

	<u>Trust Funds Administered by Others</u>
Balance at September 30, 2022	\$ 9,836
Net realized and unrealized gains	<u>372</u>
Balance at September 30, 2023	10,208
Net realized and unrealized gains	<u>1,616</u>
Balance at September 30, 2024	<u>\$11,824</u>

The table below sets forth additional disclosures for investment funds (other than mutual funds) valued based on net asset value to further understand the nature and risk of the investments by category:

	<u>Fair Value</u>	<u>Unfunded Commit- ments</u>	<u>Redemption Frequency</u>	<u>Redemption Notice Period</u>
September 30, 2024:				
Funds-of-funds	\$28,867	\$ -	Semi-monthly	5 days
Funds-of-funds	14,471	-	Monthly	15 days
Funds-of-funds	50,300	-	Quarterly	45 - 65 days**
Funds-of-funds	20,891	-	Annual	60 - 90 days
Funds-of-funds	51,207	39,889	Illiquid	N/A
Collective trust funds	54,926	-	Monthly	6 - 10 days
September 30, 2023:				
Funds-of-funds	\$22,628	\$ -	Semi-monthly	5 days
Funds-of-funds	12,007	-	Monthly	15 days
Funds-of-funds	44,264	-	Quarterly	45 - 65 days**
Funds-of-funds	13,621	-	Annual	60 - 90 days
Funds-of-funds	4,657	-	Semi-annual	60 days*
Funds-of-funds	47,870	32,327	Illiquid	N/A
Collective trust funds	7,032	-	Daily	10 days
Collective trust funds	7,641	-	Weekly	10 days
Collective trust funds	45,575	-	Monthly	6 - 10 days

* Limited to 25% of the investment balance at each redemption. A full redemption of this fund occurred during 2024.

** Certain investments have a one-year lock period (all expired) and redemption of one investment is limited to 12.5% of the investment balance at each redemption.

CONCORD HOSPITAL, INC. AND SUBSIDIARIES
NOTES TO CONSOLIDATED FINANCIAL STATEMENTS

September 30, 2024 and 2023
(In thousands)

15. **Fair Value Measurements (Continued)**

Fixed Income Securities

The primary purpose of fixed income investments is to provide a highly predictable and dependable source of income, preserve capital, and reduce the volatility of the total portfolio and hedge against the risk of deflation or protracted economic contraction.

Marketable Equity and Other Securities

The primary purpose of marketable equity investments is to provide appreciation of principal and growth of income with the recognition that this requires the assumption of greater market volatility and risk of loss. The total marketable equity portion of the portfolio will be broadly diversified according to economic sector, industry, number of holdings and other characteristics including style and capitalization. The System may employ multiple equity investment managers, each of whom may have distinct investment styles. Accordingly, while each manager's portfolio may not be fully diversified, it is expected that the combined equity portfolio will be broadly diversified.

The System invests in other securities that are considered alternative investments that consist of limited partnership interests in investment funds, which, in turn, invest in diversified portfolios predominantly comprised of equity and fixed income securities, as well as options, futures contracts, and some other less liquid investments. Management has approved procedures pursuant to the methods in which the System values these investments at fair value, which ordinarily will be the amount equal to the pro-rata interest in the net assets of the limited partnership, as such value is supplied by, or on behalf of, each investment from time to time, usually monthly and/or quarterly by the investment manager. Collective trust funds are generally valued based on the proportionate share of total fund net assets.

System management is responsible for the fair value measurements of investments reported in the consolidated financial statements. Such amounts are generally determined using audited financial statements of the funds and/or recently settled transactions and is estimated using the net asset value per share of the fund. Because of inherent uncertainty of valuation of certain alternative investments, the estimate of the fund manager or general partner may differ from actual values, and differences could be significant. Management believes that reported fair values of its alternative investments at the balance sheet dates are reasonable.

The System has committed to invest up to \$92,670 with various investment managers, and had funded \$45,140 of that commitment as of September 30, 2024. As these investments are made, the System reallocates resources from its current investments resulting in an asset allocation shift within the investment pool.

Inflation-Protected Securities

The primary purpose of inflation-protected securities is to provide protection against the negative effects of inflation.

CONCORD HOSPITAL, INC. AND SUBSIDIARIES
NOTES TO CONSOLIDATED FINANCIAL STATEMENTS

September 30, 2024 and 2023
(In thousands)

15. Fair Value Measurements (Continued)

Fair Value of Other Financial Instruments

Other financial instruments consist of accounts and pledges receivable, accounts payable and accrued expenses, estimated third-party payor settlements, and long-term debt and notes payable. The fair value of all financial instruments other than long-term debt and notes payable approximates their relative book values as these financial instruments have short-term maturities or are recorded at amounts that approximate fair value.

16. Leases

The System has various leases relative to its office and offsite locations, as well as equipment under finance leases. Lease right-of-use assets and lease liabilities are reported in the System's consolidated balance sheets as follows at September 30:

	<u>2024</u>	<u>2023</u>
Operating leases:		
Operating lease right-of-use assets	\$29,468	\$26,252
Current portion of operating lease liabilities	\$ 4,979	\$ 5,406
Operating lease liabilities, less current portion	<u>24,813</u>	<u>21,091</u>
Total operating lease liabilities	<u>\$29,792</u>	<u>\$26,497</u>
Finance leases:		
Property and equipment	<u>\$ 761</u>	<u>\$ —</u>
Current portion of finance lease liabilities	\$ 221	\$ —
Finance lease liabilities, less current portion	<u>541</u>	<u>—</u>
Total finance lease liabilities	<u>\$ 762</u>	<u>\$ —</u>

During the years ended September 30, 2024 and 2023, the total lease cost associated with the System's operating leases was \$6,540 and \$6,319, respectively.

During the year ended September 30, 2024, the System recognized \$173 in amortization expense related to finance lease right-of-use assets and \$34 in interest expense related to finance leases.

CONCORD HOSPITAL, INC. AND SUBSIDIARIES

NOTES TO CONSOLIDATED FINANCIAL STATEMENTS

September 30, 2024 and 2023
(In thousands)

16. Leases (Continued)

Supplemental Cash Flow Information

Supplemental cash flow information is as follows for the fiscal years ended September 30:

	<u>2024</u>	<u>2023</u>
Operating leases – operating cash flows (fixed payments)	\$ 6,356	\$ 6,073
Operating cash flows for finance leases (interest payments)	34	-
Finance cash flows for finance leases (liability reduction)	159	-
Noncash lease activity:		
Operating leases - right-of-use assets and operating lease liabilities recorded upon adoption of ASU 842	N/A	28,636
Operating leases - right-of-use assets obtained in exchange for new operating lease liabilities	8,700	2,876
Finance leases – right-of-use assets obtained in exchange for new finance lease liabilities	921	-

Lease Term and Discount Rate

Lease term and discount rate are as follows for the fiscal years ended September 30:

	<u>2024</u>	<u>2023</u>
Weighted-average remaining lease term (in years):		
Operating leases	7.97	6.97
Finance leases	3.25	N/A
Weighted-average discount rate:		
Operating leases	3.84%	3.91%
Finance leases	5.14%	N/A

CONCORD HOSPITAL, INC. AND SUBSIDIARIES
NOTES TO CONSOLIDATED FINANCIAL STATEMENTS

September 30, 2024 and 2023
(In thousands)

16. Leases (Continued)

As of September 30, 2024, maturities of operating and finance lease liabilities for each of the following five years were as follows:

	<u>Operating Leases</u>	<u>Finance Leases</u>
2025	\$ 5,929	\$ 256
2026	5,077	256
2027	4,159	256
2028	4,090	64
2029	3,750	-
Thereafter	<u>11,699</u>	<u>-</u>
Total minimum future lease payments	34,704	832
Less imputed interest	<u>(4,912)</u>	<u>(70)</u>
Total lease liabilities	<u>\$29,792</u>	<u>\$762</u>

CONCORD HOSPITAL
BOARD OF TRUSTEES
2025

Frederick Briccetti, MD
Philip Emma
Charles Fanaras, **Chair**
Jeanie Forrester
Lucy Hodder, Esq., **Vice Chair**
Lucy Karl, Esq.
Linda Lorden
Joseph Meyer, MD
Matthew Nadeau
Peter Noordsij, MD
Manisha Patel, DDS
Ari Salis, MD, *ex-officio, CH Medical Staff President*
Katherine Saunders
Robert Segal
Robert Steigmeyer, **President/CEO, ex-officio**
David Weiss
Donald Welford, **Secretary**

Treasurer (not Member of the Board):
Scott W. Sloane

Peter A.Dow RT(R)

Education:

- Plymouth Regional High School--graduated 1988
- Manchester Technical College-Associates Degree in Fitness Technology (1989-1990)
- NHTI -Associates Degree in Radiology Technology (1990-1992)

Work Experience:

Per Diem:

- Concord Hospital--(1992)
- Concord Imaging Center—(1992)
- Concord Orthopedics—(1992)
- Franklin Regional Hospital—(1992)

Full Time:

- Franklin Regional Hospital--I XR/CT Scan (1992-1993)
- XRay PA—XR/Mobile XR/EKG- (1993-1995)
- Concord Hospital—XR/Mobile XR/EKG- (1995-present)

Certifications:

- ARRT (1992-present)
- ASRT (1992-present)
- BLS

Donald E McGinnis, Jr RT(R)

Education

1981- Graduated from Joseph A Foran High School-Milford, CT

1981-1982- University of New Haven, CT-Criminal Justice

1983-1985- NH Technical Institute, Concord, NH

Associate of Science, Radiologic Technology-Passed Registry

Work Experience

August 1985 to December 1988, staff x-ray technologist at Franklin Regional Hospital, Franklin, NH

December 1988 to June 1995- staff and mobile x-ray technologist for X-Ray P.A. Concord, NH

July 1995 to present- mobile x-ray technologist for Concord Hospital, Concord, NH

*Promoted to chief technologist, Mobile X-Ray in 1999

Active member of ASRT (American Society of Radiologic Technologists) since 1996

NH Department of Health and Human Services

KEY PERSONNEL

List those primarily responsible for meeting the terms and conditions of the agreement.

Job descriptions not required for vacant positions.

Contractor Name: Concord Hospital, Inc.

NAME	JOB TITLE	ANNUAL AMOUNT PAID FROM THIS CONTRACT	ANNUAL SALARY
Donald McGinnis RTR	Radiologic Technologist	\$0.00	\$82,430.00
Peter Dow RTR	Radiologic Technologist	\$0.00	\$78,624.00
		\$0.00	\$0.00
		\$0.00	\$0.00
		\$0.00	\$0.00
		\$0.00	\$0.00

ARC

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STATE OF NEW HAMPSHIRE
DEPARTMENT OF HEALTH AND HUMAN SERVICES

NEW HAMPSHIRE HOSPITAL

Lori A. Weaver
Commissioner

Ellen M. Lapolate
Chief Executive Officer

36 CLINTON STREET, CONCORD, NH 03301
603-271-5300 · 1-800-852-3345 Ext. 5300
Fax: 603-271-5395 TDD Access: 1-800-735-2964
www.dhhs.nh.gov

June 17, 2024

His Excellency, Governor Christopher T. Sununu
and the Honorable Council
State House
Concord, New Hampshire 03301

REQUESTED ACTION

Authorize the Department of Health and Human Services, New Hampshire Hospital, to enter into a **Retroactive, Sole Source** amendment to an existing contract with Concord Hospital, Inc. (Vendor #177653), Concord, NH, for radiology and electrocardiogram services, by increasing the price limitation by \$66,000 from \$260,000 to \$326,000 and by extending the completion date from June 30, 2024, to June 30, 2025, effective retroactive to July 1, 2024, upon Governor and Council approval. 32% General Funds .68% Other Funds (Provider Fees).

The original contract was approved by Governor and Council on May 2, 2018, item #26, amended on June 10, 2020, item #20A, and most recently amended on June 1, 2022 (Item #14).

Funds are available in the following account for State Fiscal Year 2025 with the authority to adjust budget line items within the price limitation and encumbrances between state fiscal years through the Budget Office, if needed and justified.

05-95-94-940010-8750 HEALTH AND SOCIAL SERVICES, DEPT OF HEALTH AND HUMAN SVS, HHS: NEW HAMPSHIRE HOSPITAL, NEW HAMPSHIRE HOSPITAL, ACUTE PSYCHIATRIC SERVICES

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increased (Decreased) Amount	Revised Budget
2018	102-500731	Contracts for Prog Svc	94057300	\$7,500	\$0	\$7,500
2019	102-500731	Contracts for Prog Svc	94057300	\$30,000	\$0	\$30,000
2020	102-500731	Contracts for Prog Svc	94057300	\$31,500	\$0	\$31,500
2021	101-500729	Medical Pymts to Providers	94057300	\$35,500	\$0	\$35,500
2022	101-500729	Medical Pymts to Providers	94057300	\$35,500	\$0	\$35,500

His Excellency, Governor Christopher T. Sununu
and the Honorable Council
Page 2 of 2

2023	101-500729	Medical Pymts to Providers	94057300	\$60,000	\$0	\$60,000
2024	101-500729	Medical Pymts to Providers	94057300	\$60,000	\$0	\$60,000
2025	102-500731	Contracts for Program Services	94057300	\$0	\$66,000	\$66,000
			Total	\$260,000	\$66,000	\$326,000

EXPLANATION:

This request is **Sole Source** because MOP 150 requires all amendments to agreements originally approved as sole source to be identified as sole source. The Department is requesting to extend the existing contract for one (1) additional year to provide sufficient time to conduct a competitive re-procurement and avoid any interruption in services. This request is **Retroactive** because New Hampshire Hospital (NHH) required additional time to evaluate the viability of a competitive procurement given the unique vendor requirements and NHH patient needs.

The purpose of this agreement is to provide onsite radiology and electrocardiogram services to patients at New Hampshire Hospital. The Contractor will continue to provide mobile radiology services, including interpretation of images for patients who are unable to leave the Acute Psychiatric Services facility. These services include x-rays and electrocardiograms as deemed appropriate by the attending physician.

Approximately 400 individuals will be served during State Fiscal Year 2025.

The Department will monitor services, including the:

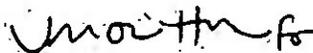
- Turnaround time from when the x-rays or electrocardiogram is taken to the time the results are delivered.
- Responsiveness to request for services from the time a request is made to the time the services are provided.
- Thoroughness of the x-ray or electrocardiogram reports from the Contractor.

Should the Governor and Council not authorize this request, the Department may not be able to provide onsite radiology and electrocardiogram services that are important to the well-being and recovery of patients at New Hampshire Hospital.

Area served: Patients at New Hampshire Hospital.

In the event that the Other Funds become no longer available, additional General Funds will not be requested to support this program.

Respectfully submitted,



Lori A. Weaver
Commissioner

**State of New Hampshire
Department of Health and Human Services
Amendment #3**

This Amendment to the Radiology Services contract is by and between the State of New Hampshire, Department of Health and Human Services ("State" or "Department") and Concord Hospital, Inc. ("the Contractor").

WHEREAS, pursuant to an agreement (the "Contract") approved by the Governor and Executive Council on May 2, 2018 (Item #26), as amended on June 6, 2020 (Item #20A), and on June 1, 2022 (Item #14), the Contractor agreed to perform certain services based upon the terms and conditions specified in the Contract as amended and in consideration of certain sums specified; and

WHEREAS, pursuant to Form P-37, General Provisions, the Contract may be amended upon written agreement of the parties and approval from the Governor and Executive Council; and

NOW THEREFORE, in consideration of the foregoing and the mutual covenants and conditions contained in the Contract and set forth herein, the parties hereto agree to amend as follows:

1. Form P-37, General Provisions, Block 1.7, Completion Date, to read:
June 30, 2025.
2. Form P-37, General Provisions, Block 1.8, Price Limitation, to read:
\$326,000.
3. Form P-37, General Provisions, Block 1.9, Contracting Officer for State Agency, to read:
Robert W. Moore, Director
4. Modify Exhibit A, Scope of Services, Section 1, Provisions Applicable to All Services, Subsection 1.3, to read:
 - 1.3. Notwithstanding any other provision of the Contract to the contrary, no services shall continue after June 30, 2025, and the Department shall not be liable for any payments for services provided after June 30, 2025, unless and until an appropriation for these services has been received from the state legislature and funds encumbered for the SFY 2026-2027 biennium.
5. Modify Exhibit A, Scope of Services, Section 2, Scope of Services, Subsection 2.4, to read:
 - 2.4 The Contractor must provide X-Ray and EKG services by qualified technicians.
6. Modify Exhibit A, Scope of Services, Section 2, Scope of Services, Subsection 2.8, to read:
 - 2.8 The Contract must ensure:
 - 2.8.1 A Board-Certified Radiologist reads and interprets each X-Ray.
 - 2.8.2 A Board-Certified Cardiologist reads and interprets each EKG.
7. Modify Exhibit B, Method and Conditions Precedent to Payment, Section 3, Subsection 3.1, to read:
 - 3.1 The Contractor will be reimbursed for services performed as follows:
 - 3.1.1. X-Ray services will be reimbursed in accordance with Exhibit B-3 Amendment #3, Fee Schedule.
 - 3.1.2. EKG services will be reimbursed at the flat rate of \$88 each.
8. Modify Exhibit B-2 Fee Schedule, by replacing it in its entirety with Exhibit B-3 Amendment #3, Fee Schedule, which is attached hereto and incorporated by reference herein.

All terms and conditions of the Contract and prior amendments not modified by this Amendment remain in full force and effect. This Amendment shall be effective retroactive to July 1, 2024, upon Governor and Council approval.

IN WITNESS WHEREOF, the parties have set their hands as of the date written below,

State of New Hampshire
Department of Health and Human Services

6/20/2024

Date

Ellen Lapointe

Name: Ellen Lapointe

Title: Chief Executive Officer

Concord Hospital, Inc.

6/20/2024

Date

Robert Steigmeyer

Name: Robert Steigmeyer

Title: President and CEO

The preceding Amendment, having been reviewed by this office, is approved as to form, substance, and execution.

OFFICE OF THE ATTORNEY GENERAL

6/21/2024

Date

DocuSigned by:
Robert Guarino

Name: Robert Guarino

Title: Attorney

I hereby certify that the foregoing Amendment was approved by the Governor and Executive Council of the State of New Hampshire at the Meeting on: _____ (date of meeting)

OFFICE OF THE SECRETARY OF STATE

Date

Name:

Title:

**New Hampshire Department of Health and Human Services
Radiology Services**

EXHIBIT B-3 Amendment #3

Fee Schedule

CH Radiology/Cardiology Fee Schedule for New Hampshire Hospital Effective 2/1/24			
Description	CDM	CPT	2024 Price
ECG Acquisition	7643826	93005	64.17
XR Chest 1 View	7522408	71045	95.34
XR Abdomen KUB 1 View	1169926	74018	95.34
XR Hand Complete 3+ Views Right	1170223	73130	95.34
XR Spine Lumbosacral 2-3 Views	1170470	72100	115.36
XR Hand Complete 3+ Views Left	1170221	73130	95.34
XR Knee 3 Views Left	1170269	73562	95.34
XR Knee 3 Views Right	1170271	73562	95.34
XR Finger(s) 2+ Views Right	1170153	73140	95.34
XR Finger(s) 2+ Views Left	1170151	73140	95.34
XR Spine Cervical 2 or 3 Views	1170452	72040	95.34
XR Spine Thoracic 2 Views	1170484	72070	115.36
XR Foot Complete 3+ Views Right	1170193	73630	95.34
XR Foot Complete 3+ Views Left	1170191	73630	95.34
XR Ankle Complete 3+ Views Right	1169944	73610	95.34
XR Ankle Complete 3+ Views Left	1169942	73610	95.34
XR Toe(s) 2+ Views Left	1170520	73660	95.34
XR Toe(s) 2+ Views Right	1170522	73660	95.34
XR Abdomen KUB 2 Views	7816293	74019	115.36
XR Clavicle Left	1170075	73000	95.34
XR Clavicle Right	1170077	73000	95.34
XR Forearm 2 Views Right	1170199	73090	95.34
XR Forearm 2 Views Left	1170197	73090	95.34
XR Wrist Complete 3+ Views Right	1170614	73110	95.34
XR Wrist Complete 3+ Views Left	1170612	73110	95.34
XR Mandible Complete 4+ Views	1170301	70110	115.36
XR Tibia/Fibula Right	1170518	73590	95.34
XR Tibia/Fibula Left	1170516	73590	95.34
XR Pelvis w 2-3 View Hip Right	7523310	73502	95.34
XR Pelvis w 2-3 View Hip Left	7523308	73502	95.34
XR Ribs Right w/ PA Chest	1170381	71101	115.36
XR Ribs Left w/ PA Chest	1170379	71101	115.36
XR Hip 2-3 Views Right	1170235	73502	95.34
XR Hip 2-3 Views Left	1170233	73502	95.34

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**STATE OF NEW HAMPSHIRE
DEPARTMENT OF HEALTH AND HUMAN SERVICES
NEW HAMPSHIRE HOSPITAL**

Lori A. Shiblette
Commissioner

36 CLINTON STREET, CONCORD, NH 03301
603-271-5300 1-800-852-3345 ExL 5300
Fax: 603-271-5395 TDD Access: 1-800-735-2964
www.dhhs.nh.gov

Ellen M. Lapointe
Chief Executive Officer

May 13, 2022

His Excellency, Governor Christopher T. Sununu
and the Honorable Council
State House
Concord, New Hampshire 03301

REQUESTED ACTION

Authorize the Department of Health and Human Services, New Hampshire Hospital, to amend an existing contract with Concord Hospital, Inc. (VC# 177653), Concord, NH 03301, to provide mobile radiology and electrocardiogram services at New Hampshire Hospital, by exercising a contract renewal option by increasing the price limitation by \$120,000 from \$140,000 to \$260,000 and by extending the completion date from June 30, 2022 to June 30, 2024, effective July 1, 2022 or upon Governor and Council approval, whichever is later. 36% General Funds, 64% Other Funds (Medicare, Medicaid and Third Party Insurance).

The original contract was approved by Governor and Council on May 2, 2018, item #26, and most recently amended with Governor and Council approval on June 10, 2020, item #20A.

Funds are available in the following account for State Fiscal Year 2023, and are anticipated to be available in State Fiscal Year 2024, upon the availability and continued appropriation of funds in the future operating budget, with the authority to adjust budget line items within the price limitation and encumbrances between state fiscal years through the Budget Office, if needed and justified.

**05-95-94-940010-8750 HEALTH AND SOCIAL SERVICES, DEPT OF HEALTH AND HUMAN SVS,
HHS: NEW HAMPSHIRE HOSPITAL, NEW HAMPSHIRE HOSPITAL, ACUTE PSYCHIATRIC
SERVICES**

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increased (Decreased) Amount	Revised Budget
2018	102-500731	Contracts for Prog Svc	94057300	\$7,500	\$0	\$7,500
2019	102-500731	Contracts for Prog Svc	94057300	\$30,000	\$0	\$30,000
2020	102-500731	Contracts for Prog Svc	94057300	\$31,500	\$0	\$31,500
2021	101-500729	Medical Pymts to Providers	94057300	\$35,500	\$0	\$35,500
2022	101-500729	Medical Pymts to Providers	94057300	\$35,500	\$0	\$35,500
2023	101-500729	Medical Pymts to Providers	94057300	\$0	\$60,000	\$60,000

His Excellency, Governor Christopher T. Sununu
and the Honorable Council
Page 2 of 2

2024	101-500729	Medical Pymts to Providers	94057300	\$0	\$60,000	\$60,000
			Total	\$140,000	\$120,000	\$260,000

EXPLANATION

The purpose of this request is to allow the Department to continue providing radiology and electrocardiogram services for New Hampshire Hospital patients. The Contractor will provide and interpret mobile radiology and electrocardiogram services for patients who are unable to leave the Acute Psychiatric Services facility, as deemed appropriate by the attending physician.

Approximately 400 individuals will be served from July 1, 2022 through June 30, 2024.

The Department will monitor contracted services by:

- Monitoring the turnaround time from when the x-ray or electrocardiogram is taken to the time the results are delivered.
- Monitoring the Contractor's responsiveness to requests for services from the time a request is made to the time the services are provided.
- Assessing the thoroughness of the x-ray or electrocardiogram reports provided by the Contractor.

As referenced in Exhibit C-1, Revisions to General Provisions, Paragraph 3, of the original agreement, the parties have the option to extend the agreement for up to four (4) years, contingent upon satisfactory delivery of services, available funding, agreement of the parties and Governor and Council approval. The Department is exercising its option to renew services for two (2) of the remaining two (2) years available.

Should the Governor and Executive Council not authorize this request, the Department may not be able to determine the severity of patients' conditions, thus jeopardizing the wellbeing and recovery of patients while in the care of New Hampshire Hospital.

Area served: New Hampshire Hospital

In the event that the Other Funds become no longer available, additional General Funds will not be requested to support this program.

Respectfully submitted,



Lori A. Shibinette

Commissioner

State of New Hampshire Department of Health and Human Services Amendment #2

This Amendment to the Radiology Services contract is by and between the State of New Hampshire, Department of Health and Human Services ("State" or "Department") and Concord Hospital, Inc. ("the Contractor").

WHEREAS, pursuant to an agreement (the "Contract"), approved by the Governor and Executive Council on May 2, 2018 (Item #28), as amended on June 6, 2020 (Item #20A), the Contractor agreed to perform certain services based upon the terms and conditions specified in the Contract as amended and in consideration of certain sums specified; and

WHEREAS, pursuant to Form P-37, General Provisions, Paragraph 18, and Exhibit C-1, Revisions to General Provisions, Section 3, the Contract may be amended upon written agreement of the parties and approval from the Governor and Executive Council; and

WHEREAS, the parties agree to extend the term of the agreement, increase the price limitation, or modify the scope of services to support continued delivery of these services; and

NOW THEREFORE, in consideration of the foregoing and the mutual covenants and conditions contained in the Contract and set forth herein, the parties hereto agree to amend as follows:

1. Form P-37 General Provisions, Block 1.7, Completion Date, to read:
June 30, 2024.
2. Form P-37, General Provisions, Block 1.8, Price Limitation, to read:
\$260,000.
3. Modify Exhibit A, Scope of Services, Section 2, Scope of Services, Subsection 2.3, to read:
2.3 The Contractor shall take, interpret and report on Electrocardiograms (EKG), as requested by the Department.
4. Modify Exhibit A, Scope of Services, Section 2, Scope of Services, Subsection 2.4, to read:
2.4 The Contractor shall provide X-Ray and EKG services by qualified and licensed technicians registered with the American Registry of Radiologic Technologists.
5. Modify Exhibit A, Scope of Services, Section 2, Scope of Services, Subsection 2.5, to read:
2.5 The Contractor shall provide X-Ray and EKG services as prescribed by the New Hampshire Hospital, subject to New Hampshire Hospital approval.
6. Modify Exhibit A, Scope of Services, Section 2, Scope of Services, Subsection 2.8, to read:
2.8 The Contractor shall have a Board Certified Radiologist read and interpret the X-Rays and EKGs.
7. Modify Exhibit B, Methods and Conditions Precedent to Payment, Subsection 3.1, to read:
3.1. The Contractor will be reimbursed for services performed as follows:
 - 3.1.1. X-Ray services will be reimbursed in accordance with Exhibit B-2, Fee Schedule.
 - 3.1.2. EKG services will be reimbursed at the flat rate of \$88 each.

All terms and conditions of the Contract and prior amendments not modified by this Amendment remain in full force and effect. This Amendment shall be effective June 30, 2022, or upon Governor and Council approval, whichever is later.

IN WITNESS WHEREOF, the parties have set their hands as of the date written below,

State of New Hampshire
Department of Health and Human Services

5/11/2022
Date Name: Title:

DocuSigned by:
Joseph T. Caristi
3FA027812D00 Joseph T. Caristi

Chief Financial Officer, NH Hospital
Concord Hospital, Inc.

5/4/22
Date:

Robert P. Steigmayer
Name: Robert P. Steigmayer
Title: President + CEO

The preceding Amendment, having been reviewed by this office, is approved as to form, substance, and execution.

OFFICE OF THE ATTORNEY GENERAL

5/12/2022

Date

DocuSigned by:

Robyn Guarino

Name: Robyn Guarino

Title: Attorney

I hereby certify that the foregoing Amendment was approved by the Governor and Executive Council of the State of New Hampshire at the Meeting on: _____ (date of meeting)

OFFICE OF THE SECRETARY OF STATE

Date

Name:

Title:

20A
MOC



STATE OF NEW HAMPSHIRE
DEPARTMENT OF HEALTH AND HUMAN SERVICES
NEW HAMPSHIRE HOSPITAL

Lori A. Shibleette
 Commissioner

 Heather M. Moquin
 Chief Executive Officer

36 CLINTON STREET, CONCORD, NH 03301
 603-271-5300 1-800-852-3345 Ext. 5300
 Fax: 603-271-3395 TDD Access: 1-800-735-2964
 www.dhhs.nh.gov

May 18, 2020

His Excellency, Governor Christopher T. Sununu
 and the Honorable Council
 State House
 Concord, New Hampshire 03301

REQUESTED ACTION

Authorize the Department of Health and Human Services, New Hampshire Hospital, to amend an existing sole source agreement with Concord Hospital, Inc. (Vendor # 177653), 250 Pleasant Street, Concord, NH 03301, to provide radiology services, by exercising a contract renewal option by increasing the price limitation by \$71,000 from \$69,000 to \$140,000 and extending the completion date from June 30, 2020 to June 30, 2022, effective upon Governor and Executive Council approval. This original contract was approved by the Governor and Council on May 2, 2018 (Item #26): 34% General Funds, 66% Other Funds.

Funds are available in the following account for State Fiscal Year 2021, and are anticipated to be available in State Fiscal Year 2022, upon the availability and continued appropriation of funds in the future operating budget, with the authority to adjust budget line items within the price limitation and encumbrances between state fiscal years through the Budget Office, if needed and justified.

05-95-94-940010-8750-HEALTH AND SOCIAL SERVICES, DEPT OF HEALTH AND HUMAN SVS, HHS: NEW HAMPSHIRE HOSPITAL, NEW HAMPSHIRE HOSPITAL, ACUTE PSYCHIATRIC SERVICES

State Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increased (Decreased) Amount	Revised Modified Budget
2018	102-500731	Contracts for Prog Svc	94057300	\$7,500	\$0	\$7,500
2019	102-500731	Contracts for Prog Svc	94057300	\$30,000	\$0	\$30,000
2020	102-500731	Contracts for Prog Svc	94057300	\$31,500	\$0	\$31,500
2021	102-500731	Contracts for Prog Svc	94057300	\$0	\$35,500	\$35,500
2022	102-500731	Contracts for Prog Svc	94057300	\$0	\$35,500	\$35,500

His Excellency, Governor Christopher T. Sununu
and the Honorable Council
Page 2 of 2

			Total	\$69,000	\$71,000	\$140,000
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EXPLANATION

This request is sole source because Concord Hospital has the necessary skills and demeanor to work successfully with behavior health clients. In addition, the Vendor is located in close proximity to the Acute Psychiatric Facility allowing for quick access to services on a twenty-four (24) hour, seven (7) days a week basis.

The purpose of this request is to allow the Department to continue providing radiology services to New Hampshire Hospital patients. Concord Hospital will provide mobile radiology services including interpretation of images for patients that are unable to leave the Acute Psychiatric Services facility. These services include x-ray and electrocardiogram as deemed appropriate by the attending physician.

Approximately 400 individuals will be served from July 1, 2020 through June 30, 2022.

The original agreement, included language in Exhibit C-1, Paragraph 3., that allows the Department to renew the contract for up to four (4) years, subject to the continued availability of funding, satisfactory performance of service, parties' written authorization and approval from the Governor and Council. The Department is in agreement with renewing services for two (2) of the four (4) years at this time.

The Department will monitor contracted services using the following performance measures:

- Turnaround time from when the x-rays or electrocardiogram is taken to the time the results are delivered.
- Responsiveness to request for services from the time a request is made to the time the services are provided.
- The thoroughness of the x-ray or electrocardiogram reports from Concord Hospital.

Should the Governor and Executive Council not authorize this request, the Department may not be able to determine the severity of patients' conditions thus jeopardizing the wellbeing and recovery of patients while in the care of New Hampshire Hospital.

Area served: New Hampshire Hospital

Source of Funds: General Funds and Other Funds (Medicare, Medicaid and Third Party Insurance).

In the event that the Federal or Other Funds become no longer available, General Funds will not be requested to support this program.

Respectfully submitted,



Heather M. Moquin
Chief Executive Officer

**New Hampshire Department of Health and Human Services
Radiology Services**



**State of New Hampshire
Department of Health and Human Services
Amendment #1 to the Radiology Services Contract**

This 1st Amendment to the Radiology Services contract (hereinafter referred to as "Amendment #1") is by and between the State of New Hampshire, Department of Health and Human Services (hereinafter referred to as the "State" or "Department") and Concord Hospital, Inc. (hereinafter referred to as "the Contractor"), a nonprofit with a place of business at 250 Pleasant Street, Concord, NH 03301.

WHEREAS, pursuant to an agreement (the "Contract") approved by the Governor and Executive Council on May 2, 2018, (Item #26), the Contractor agreed to perform certain services based upon the terms and conditions specified in the Contract as amended and in consideration of certain sums specified; and

WHEREAS, pursuant to Form P-37, General Provisions, Paragraph 18, and Exhibit C-1; Revisions to General Provisions, Paragraph #3, the Contract may be amended upon written agreement of the parties and approval from the Governor and Executive Council; and

WHEREAS, the parties agree to extend the term of the agreement, increase the price limitation, or modify the scope of services to support continued delivery of these services; and

NOW THEREFORE, in consideration of the foregoing and the mutual covenants and conditions contained in the Contract and set forth herein, the parties hereto agree to amend as follows:

1. Form P-37, General Provisions, Block 1.7, Completion Date, to read:
June 30, 2022.
2. Form P-37, General Provisions, Block 1.8, Price Limitation, to read:
\$140,000.
3. Form P-37, General Provisions, Block 1.9, Contracting Officer for State Agency, to read:
Nathan D. White, Director.
4. Form P-37, General Provisions, Block 1.10, State Agency Telephone Number, to read:
603-271-9631.
5. Modify Exhibit B, Methods and Conditions Precedent to Payment, Subsection 3.1., and replace it in its entirety to read:
3.1. The Contractor will be reimbursed for services performed in accordance with Exhibit B-2, Fee Schedule.
6. Modify Exhibit B-1 Fee Schedule and replace it in its entirety with Exhibit B-2 Fee Schedule.



New Hampshire Department of Health and Human Services
Radiology Services

All terms and conditions of the Contract not inconsistent with this Amendment #1 remain in full force and effect. This amendment shall be effective upon the date of Governor and Executive Council approval.

IN WITNESS WHEREOF, the parties have set their hands as of the date written below:

State of New Hampshire
Department of Health and Human Services

5/18/2020
Date

Heather M. Moquin
Name: Heather M. Moquin
Title: Chief Executive Officer

Concord Hospital, Inc.

6/4/2020
Date

Scott W. Sloane
Name: Scott W. Sloane
Title: CFO

New Hampshire Department of Health and Human Services
Radiology Services



The preceding Amendment, having been reviewed by this office, is approved as to form, substance, and execution.

OFFICE OF THE ATTORNEY GENERAL

5/28/20
Date

/s/ Kristen Lavers
Name:
Title: Assistant Attorney General

I hereby certify that the foregoing Amendment was approved by the Governor and Executive Council of the State of New Hampshire at the Meeting on: _____ (date of meeting)

OFFICE OF THE SECRETARY OF STATE

Date

Name:
Title:

Exhibit B-2 Fee Schedule.

BILL ITEM ID	ACTIVITY TYPE	CDM	CDM - Description	CPT	Mobile Contract Level 3 Price (Cerner Level 1 2020)
1169926	Radiology	1169926	XR Abdomen KUB 1 View	74018	122.45
7816293	Radiology	7816293	XR Abdomen KUB 2 Views	74019	138.91
7816296	Radiology	7816296	XR Abdomen KUB 3 or More Views	74021	148.41
1169922	Radiology	1169922	XR AC Joints Bilateral	73050	145.20
1169942	Radiology	1169942	XR Ankle Complete 3+ Views Left	73610	127.36
1169944	Radiology	1169944	XR Ankle Complete 3+ Views Right	73610	127.36
1170032	Radiology	1170032	XR Calcaneous Left	73650	117.32
1170034	Radiology	1170034	XR Calcaneous Right	73650	117.32
7522408	Radiology	7522408	XR Chest 1 View	71045	115.56
1170044	Radiology	1170044	XR Chest 2 Views w/ Obliques	71048	136.73
7522409	Radiology	7522409	XR Chest Decubitus Bilateral	71046	143.63
7523194	Radiology	7523194	XR Chest Decubitus Left	71045	123.12
7523197	Radiology	7523197	XR Chest Decubitus Right	71045	123.12
1170075	Radiology	1170075	XR Clavicle Left	73000	123.24
1170077	Radiology	1170077	XR Clavicle Right	73000	123.24
1170127	Radiology	1170127	XR Elbow Complete 3+ Views Left	73080	127.96
1170129	Radiology	1170129	XR Elbow Complete 3+ Views Right	73080	127.96
1170141	Radiology	1170141	XR Facial Bones 3+ Views	70150	131.59
7523416	Radiology	7523416	XR Femur 2 Views Left	73552	145.68
7523419	Radiology	7523419	XR Femur 2 Views Right	73552	145.68
1170151	Radiology	1170151	XR Finger(s) 2+ Views Left	73140	122.09
1170153	Radiology	1170153	XR Finger(s) 2+ Views Right	73140	122.09
1170191	Radiology	1170191	XR Foot Complete 3+ Views Left	73630	127.96
1170193	Radiology	1170193	XR Foot Complete 3+ Views Right	73630	127.96
1170197	Radiology	1170197	XR Forearm 2 Views Left	73090	127.96
1170199	Radiology	1170199	XR Forearm 2 Views Right	73090	127.96
1170221	Radiology	1170221	XR Hand Complete 3+ Views Left	73130	122.09
1170223	Radiology	1170223	XR Hand Complete 3+ Views Right	73130	122.09
1170233	Radiology	1170233	XR Hip 2-3 Views Left	73502	118.77
1170235	Radiology	1170235	XR Hip 2-3 Views Right	73502	118.77
1170245	Radiology	1170245	XR Humerus Left	73060	136.19
1170247	Radiology	1170247	XR Humerus Right	73060	136.19
1170263	Radiology	1170263	XR Knee 1 or 2 Views Left	73560	122.09
1170265	Radiology	1170265	XR Knee 1 or 2 Views Right	73560	122.09
1170269	Radiology	1170269	XR Knee 3 Views Left	73562	133.89
1170271	Radiology	1170271	XR Knee 3 Views Right	73562	133.89
1170287	Radiology	1170287	XR Knee Complete 4+ Views Left	73564	136.19
1170289	Radiology	1170289	XR Knee Complete 4+ Views Right	73564	136.19
1170301	Radiology	1170301	XR Mandible Complete 4+ Views	70110	137.21
1170329	Radiology	1170329	XR Nasal Bones 3+ Views	70160	119.67
1170331	Radiology	1170331	XR Neck Soft Tissue	70360	127.96
1170339	Radiology	1170339	XR Orbits > 4 Views	70200	127.96
7523295	Radiology	7523295	XR Patella Left	73560	123.24

Concord Hospital, Inc.

SS-2018-NHM-03-PHYSI-01-A01

Exhibit B-2 Fee Schedule

Contractor Initials *SS*

Date *5-4-2020*

Exhibit B-2 Fee Schedule

BILL ITEM ID	ACTIVITY TYPE	CDM	CDM -Description	CPT	Mobile Contract Level 3 Price (Cerner Level 1 2020)
7523298	Radiology	7523298	XR Patella Right	73560	123.24
1170351	Radiology	1170351	XR Pelvis 1 or 2 Views	72170	121.19
7523301	Radiology	7523301	XR Pelvis-w 1 View.Hip Left	73501	136.07
7523304	Radiology	7523304	XR Pelvis w 1 View Hip Right	73501	136.07
1170379	Radiology	1170379	XR Ribs Left w/ PA Chest	71101	163.23
1170381	Radiology	1170381	XR Ribs Right w/ PA Chest	71101	163.23
1170377	Radiology	1170377	XR Ribs w/ PA Chest-Bilateral	71111	176.24
1170387	Radiology	1170387	XR Sacroiliac Joints 3+ Views	72202	136.73
1170391	Radiology	1170391	XR Sacrum/Coccyx 2+ Views	72220	137.70
1170401	Radiology	1170401	XR Scapula Left	73010	127.96
1170403	Radiology	1170403	XR Scapula Right	73010	127.96
1170409	Radiology	1170409	XR Shoulder 1 View Left	73020	130.44
1170411	Radiology	1170411	XR Shoulder 1 View Right	73020	130.44
1170434	Radiology	1170434	XR Sinuses 3+ Views	70220	141.57
1170436	Radiology	1170436	XR Skull 1-3 Views	70250	121.07
1170438	Radiology	1170438	XR Skull 4+ Views	70260	127.84
1170446	Radiology	1170446	XR Spine Cervical 1 View	72020	117.07
1170452	Radiology	1170452	XR Spine Cervical 2 or 3 Views	72040	127.96
1170454	Radiology	1170454	XR Spine Cervical 4 or 5 Views	72050	144.42
1170461	Radiology	1170461	XR Spine Cervical 6+ Views	72052	144.42
1170448	Radiology	1170448	XR Spine Lumbar/sacral 1 View	72020	123.24
1170470	Radiology	1170470	XR Spine Lumbar/sacral 2-3 Views	72100	139.63
1170476	Radiology	1170476	XR Spine Lumbar/sacral 4-5 Views	72110	163.23
1170450	Radiology	1170450	XR Spine Thoracic 1 View	72020	123.24
1170484	Radiology	1170484	XR Spine Thoracic 2 Views	72070	150.83
1170486	Radiology	1170486	XR Spine Thoracic 3 Views	72072	161.96
1170496	Radiology	1170496	XR Sternum 2+ Views	71120	130.44
1170516	Radiology	1170516	XR Tibia/Fibula Left	73590	136.19
1170518	Radiology	1170518	XR Tibia/Fibula Right	73590	148.95
1170502	Radiology	1170502	XR TMJ Open and Closed Bilateral	70330	131.04
1170520	Radiology	1170520	XR Toe(s) 2+ Views Left	73660	127.96
1170522	Radiology	1170522	XR Toe(s) 2+ Views Right	73660	127.96
1170612	Radiology	1170612	XR Wrist Complete 3+ Views Left	73110	122.09
1170614	Radiology	1170614	XR Wrist Complete 3+ Views Right	73110	122.09

26
max



Jeffrey A. Meyers
Commissioner

Lori A. Shiblett
Chief Executive Officer

STATE OF NEW HAMPSHIRE
DEPARTMENT OF HEALTH AND HUMAN SERVICES

NEW HAMPSHIRE HOSPITAL

36 CLINTON STREET, CONCORD, NH 03301
603-271-5300 : 1-800-852-3345 Ext. 5300
Fax: 603-271-5395 TDD Access: 1-800-735-2964
www.dhhs.nh.gov

April 2, 2018

His Excellency, Governor Christopher T. Sununu
and the Honorable Council
State House
Concord, New Hampshire 03301

REQUESTED ACTION

Authorize the Department of Health and Human Services, Division of Behavioral Health, New Hampshire Hospital, to enter into a sole source agreement with Concord Hospital, Inc. (Vendor #177653) 250 Pleasant Street, Concord, NH, 03301, for radiology services in an amount not to exceed \$69,000 effective April 1, 2018, or upon the date of Governor & Executive Council approval, whichever is later, through June 30, 2020. 20% Federal Funds, 34% General Funds and 46% Other Funds.

Funds are available in State Fiscal Years 2018 and 2019, and are anticipated to be available in State Fiscal Year 2020 upon the availability and continued appropriation of funds in the future operating budget.

05-095-94-940010-8750 HEALTH AND SOCIAL SERVICES; HEALTH AND HUMAN SVCS; DEPT OF, HHS; NEW HAMPSHIRE HOSPITAL, NEW HAMPSHIRE HOSPITAL, ACUTE PSYCHIATRIC SERVICES

State Fiscal Year	Class Account	Description	Job Number	Budget Amount
2018	101-500729	Medical Payments to Providers	94057300	\$7,500
2019	101-500729	Medical Payments to Providers	94057300	\$30,000
2020	101-500729	Medical Payments to Providers	94057300	\$31,500
			Total	\$69,000

EXPLANATION

This request is sole source because Concord Hospital has the necessary skills and demeanor to work successfully with behavior health clients. In addition, the Vendor is located in close proximity to the Acute Psychiatric Facility allowing for quick access to services on a twenty-four (24) hour, seven (7) days a week basis.

The purpose of this agreement is to allow the Department to continue providing radiology services to New Hampshire Hospital patients. Concord Hospital will provide mobile radiology services including interpretation of images for patients that are unable to leave the Acute Psychiatric Services facility. These services include x-ray and EKG as deemed appropriate by the attending physician.

As referenced in Exhibit C-1 of the Agreement, the Department reserves the option to extend contract services for up to four (4) additional years, subject to the continued availability of funds, satisfactory performance of services and approval by the Governor and Executive Council.

His Excellency, Governor Christopher T. Sununu
and the Honorable Council
Page 2 of 2

Should the Governor and Executive Council not approve this request, the Department may not be able to determine the severity of patients' conditions thus jeopardizing the wellbeing and recovery of patients while in the care of New Hampshire Hospital.

Area served: New Hampshire Hospital

Source of Funds: 46% Other Funds (Medicare, Medicaid and Third Party Insurance), 34% General Funds and 20% Federal Funds from the U.S. Department of Health and Human Services, Centers for Medicare and Medicaid Services, Medical Assistance Program, Code of Federal Domestic Assistance Number (CFDA) 93.778, Federal Award Identification Number (FAIN) 1805NH05ADMIN.

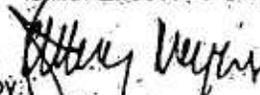
In the event that the Federal Funds become no longer available, additional General Funds will not be requested to support this program.

Respectfully submitted,



Lori Shubinette
Chief Executive Officer

Approved by:



Jeffrey A. Meyers
Commissioner

Subject: Radiology Services (SS-2018-NHH-11-RADIO)

Notice: This agreement and all of its attachments shall become public upon submission to Governor and Executive Council for approval. Any information that is private, confidential or proprietary must be clearly identified to the agency and agreed to in writing prior to signing the contract.

AGREEMENT

The State of New Hampshire and the Contractor hereby mutually agree as follows:

GENERAL PROVISIONS

I. IDENTIFICATION.

1.1 State Agency Name NH Department of Health and Human Services		1.2 State Agency Address 129 Pleasant Street Concord, NH 03301-3857	
1.3 Contractor Name Concord Hospital, Inc.		1.4 Contractor Address 250 Pleasant Street Concord NH 03301	
1.5 Contractor Phone Number 603-230-7279	1.6 Account Number 05-095-094-940010-87500000-101-500729	1.7 Completion Date June 30, 2020	1.8 Price Limitation \$69,000
1.9 Contracting Officer for State Agency E. Maria Reinemann, Esq., Director Bureau of Contracts & Procurements		1.10 State Agency Telephone Number 603-271-9330	
1.11 Contractor Signature <i>Scott W. Sloane</i>		1.12 Name and Title of Contractor Signatory Scott W. Sloane, CFO	
1.13 Acknowledgement: State of <u>NH</u> , County of <u>Merrimack</u> On <u>3/29/2018</u> before the undersigned officer, personally appeared the person identified in block 1.12, or satisfactorily proven to have been the person whose name is signed in block 1.11, and acknowledged that s/he executed this document in the capacity indicated in block 1.12.			
1.13 Signature of Notary Public or Justice of the Peace <i>[Signature]</i>			
1.13 Name and Title of Notary or Justice of the Peace <u>G. Lamontagne Executive Assistant/Notary</u>			
1.14 State Agency Signature <i>Lori Shibi-bette</i> Date: <u>4/3/18</u>		1.15 Name and Title of State Agency Signatory <u>Lori Shibi-bette CFO-NH+H</u>	
1.16 Approval by the N.H. Department of Administration, Division of Personnel (if applicable) By: _____ Director, On: _____			
1.17 Approval by the Attorney General (Form, Substance and Execution) (if applicable) By: <i>[Signature]</i> On: <u>Megan A. Yea Attorney 4/17/18</u>			
1.18 Approval by the Governor and Executive Council (if applicable) By: _____ On: _____			

2. EMPLOYMENT OF CONTRACTOR/SERVICES TO BE PERFORMED. The State of New Hampshire, acting through the agency identified in block 1.1 ("State"), engages contractor identified in block 1.3 ("Contractor") to perform, and the Contractor shall perform, the work or sale of goods, or both, identified and more particularly described in the attached EXHIBIT A which is incorporated herein by reference ("Services").

3. EFFECTIVE DATE/COMPLETION OF SERVICES.

3.1 Notwithstanding any provision of this Agreement to the contrary, and subject to the approval of the Governor and Executive Council of the State of New Hampshire, if applicable, this Agreement, and all obligations of the parties hereunder, shall become effective on the date the Governor and Executive Council approve this Agreement as indicated in block 1.18, unless no such approval is required, in which case the Agreement shall become effective on the date the Agreement is signed by the State Agency as shown in block 1.14 ("Effective Date").

3.2 If the Contractor commences the Services prior to the Effective Date, all Services performed by the Contractor prior to the Effective Date shall be performed at the sole risk of the Contractor, and in the event that this Agreement does not become effective, the State shall have no liability to the Contractor, including without limitation, any obligation to pay the Contractor for any costs incurred or Services performed. Contractor must complete all Services by the Completion Date specified in block 1.7.

4. CONDITIONAL NATURE OF AGREEMENT.

Notwithstanding any provision of this Agreement to the contrary, all obligations of the State hereunder, including, without limitation, the continuance of payments hereunder, are contingent upon the availability and continued appropriation of funds, and in no event shall the State be liable for any payments hereunder in excess of such available appropriated funds. In the event of a reduction or termination of appropriated funds, the State shall have the right to withhold payment until such funds become available, if ever, and shall have the right to terminate this Agreement immediately upon giving the Contractor notice of such termination. The State shall not be required to transfer funds from any other account to the Account identified in block 1.6 in the event funds in that Account are reduced or unavailable.

5. CONTRACT PRICE/PRICE LIMITATION/PAYMENT.

5.1 The contract price, method of payment, and terms of payment are identified and more particularly described in EXHIBIT B which is incorporated herein by reference.

5.2 The payment by the State of the contract price shall be the only and the complete reimbursement to the Contractor for all expenses, of whatever nature, incurred by the Contractor in the performance hereof, and shall be the only and the complete compensation to the Contractor for the Services. The State shall have no liability to the Contractor other than the contract price.

5.3 The State reserves the right to offset from any amounts otherwise payable to the Contractor under this Agreement those liquidated amounts required or permitted by N.H. RSA 80:7 through RSA 80:7-c or any other provision of law.

5.4 Notwithstanding any provision in this Agreement to the contrary, and notwithstanding unexpected circumstances, in no event shall the total of all payments authorized, or actually made hereunder, exceed the Price Limitation set forth in block 1.8.

6. COMPLIANCE BY CONTRACTOR WITH LAWS AND REGULATIONS/ EQUAL EMPLOYMENT OPPORTUNITY.

6.1 In connection with the performance of the Services, the Contractor shall comply with all statutes, laws, regulations, and orders of federal, state, county or municipal authorities which impose any obligation or duty upon the Contractor, including, but not limited to, civil rights and equal opportunity laws. This may include the requirement to utilize auxiliary aids and services to ensure that persons with communication disabilities, including vision, hearing and speech, can communicate with, receive information from, and convey information to the Contractor. In addition, the Contractor shall comply with all applicable copyright laws.

6.2 During the term of this Agreement, the Contractor shall not discriminate against employees or applicants for employment because of race, color, religion, creed, age, sex, handicap, sexual orientation, or national origin and will take affirmative action to prevent such discrimination.

6.3 If this Agreement is funded in any part by monies of the United States, the Contractor shall comply with all the provisions of Executive Order No. 11246 ("Equal Employment Opportunity"), as supplemented by the regulations of the United States Department of Labor (41 C.F.R. Part 60), and with any rules, regulations and guidelines as the State of New Hampshire or the United States issue to implement these regulations. The Contractor further agrees to permit the State or United States access to any of the Contractor's books, records and accounts, for the purpose of ascertaining compliance with all rules, regulations and orders, and the covenants, terms and conditions of this Agreement.

7. PERSONNEL.

7.1 The Contractor shall at its own expense provide all personnel necessary to perform the Services. The Contractor warrants that all personnel engaged in the Services shall be qualified to perform the Services, and shall be properly licensed and otherwise authorized to do so under all applicable laws.

7.2 Unless otherwise authorized in writing, during the term of this Agreement, and for a period of six (6) months after the Completion Date in block 1.7, the Contractor shall not hire, and shall not permit any subcontractor or other person, firm or corporation with whom it is engaged in a combined effort to perform the Services to hire, any person who is a State employee or official, who is materially involved in the procurement, administration or performance of this

Agreement. This provision shall survive termination of this Agreement.

7.3 The Contracting Officer specified in block 1.9, or his or her successor, shall be the State's representative. In the event of any dispute concerning the interpretation of this Agreement, the Contracting Officer's decision shall be final for the State.

8. EVENT OF DEFAULT/REMEDIES:

8.1 Any one or more of the following acts or omissions of the Contractor shall constitute an event of default hereunder ("Event of Default"):

8.1.1 failure to perform the Services satisfactorily or on schedule;

8.1.2 failure to submit any report required hereunder; and/or

8.1.3 failure to perform any other covenant, term or condition of this Agreement.

8.2 Upon the occurrence of any Event of Default, the State may take any one, or more, or all, of the following actions:

8.2.1 give the Contractor a written notice specifying the Event of Default and requiring it to be remedied within, in the absence of a greater or lesser specification of time, thirty (30) days from the date of the notice; and if the Event of Default is not timely remedied, terminate this Agreement, effective two (2) days after giving the Contractor notice of termination;

8.2.2 give the Contractor a written notice specifying the Event of Default and suspending all payments to be made under this Agreement and ordering that the portion of the contract price which would otherwise accrue to the Contractor during the period from the date of such notice until such time as the State determines that the Contractor has cured the Event of Default shall never be paid to the Contractor;

8.2.3 set off against any other obligations the State may owe to the Contractor any damages the State suffers by reason of any Event of Default; and/or

8.2.4 treat the Agreement as breached and pursue any of its remedies at law or in equity, or both.

9. DATA/ACCESS/CONFIDENTIALITY/PRESERVATION.

9.1 As used in this Agreement, the word "data" shall mean all information and things developed or obtained during the performance of, or acquired or developed by reason of, this Agreement, including, but not limited to, all studies, reports, files, formulae, surveys, maps, charts, sound recordings, video recordings, pictorial reproductions, drawings, analyses, graphic representations, computer programs, computer printouts, notes, letters, memoranda, papers, and documents, all whether finished or unfinished.

9.2 All data and any property which has been received from the State or purchased with funds provided for that purpose under this Agreement, shall be the property of the State, and shall be returned to the State upon demand or upon termination of this Agreement for any reason.

9.3 Confidentiality of data shall be governed by N.H. RSA chapter 91-A or other existing law. Disclosure of data requires prior written approval of the State.

10. **TERMINATION.** In the event of an early termination of this Agreement for any reason other than the completion of the Services, the Contractor shall deliver to the Contracting Officer, not later than fifteen (15) days after the date of termination, a report ("Termination Report") describing in detail all Services performed, and the contract price earned, to and including the date of termination. The form, subject matter, content, and number of copies of the Termination Report shall be identical to those of any Final Report described in the attached EXHIBIT A.

11. **CONTRACTOR'S RELATION TO THE STATE.** In the performance of this Agreement the Contractor is in all respects an independent contractor, and is neither an agent nor an employee of the State. Neither the Contractor nor any of its officers, employees, agents or members shall have authority to bind the State or receive any benefits, workers' compensation or other emoluments provided by the State to its employees.

12. **ASSIGNMENT/DELEGATION/SUBCONTRACTS:** The Contractor shall not assign, or otherwise transfer any interest in this Agreement without the prior written notice and consent of the State. None of the Services shall be subcontracted by the Contractor without the prior written notice and consent of the State.

13. **INDEMNIFICATION.** The Contractor shall defend, indemnify and hold harmless the State, its officers and employees, from and against any and all losses suffered by the State, its officers and employees, and any and all claims, liabilities or penalties asserted against the State, its officers and employees, by or on behalf of any person, on account of, based or resulting from, arising out of (or which may be claimed to arise out of) the acts or omissions of the Contractor. Notwithstanding the foregoing, nothing herein contained shall be deemed to constitute a waiver of the sovereign immunity of the State, which immunity is hereby reserved to the State. This covenant in paragraph 13 shall survive the termination of this Agreement.

14. INSURANCE.

14.1 The Contractor shall, at its sole expense, obtain and maintain in force, and shall require any subcontractor or assignee to obtain and maintain in force, the following insurance:

14.1.1 comprehensive general liability insurance against all claims of bodily injury, death or property damage, in amounts of not less than \$1,000,000 per occurrence and \$2,000,000 aggregate; and

14.1.2 special cause of loss coverage form covering all property subject to subparagraph 9.2 herein, in an amount not less than 80% of the whole replacement value of the property.

14.2 The policies described in subparagraph 14.1 herein shall be on policy forms and endorsements approved for use in the State of New Hampshire by the N.H. Department of Insurance, and issued by insurers licensed in the State of New Hampshire.

14.3 The Contractor shall furnish to the Contracting Officer identified in block 1.9, or his or her successor, a certificate(s) of insurance for all insurance required under this Agreement. Contractor shall also furnish to the Contracting Officer identified in block 1.9, or his or her successor, certificate(s) of insurance for all renewal(s) of insurance required under this Agreement no later than thirty (30) days prior to the expiration date of each of the insurance policies. The certificate(s) of insurance and any renewals thereof shall be attached and are incorporated herein by reference. Each certificate(s) of insurance shall contain a clause requiring the insurer to provide the Contracting Officer identified in block 1.9, or his or her successor, no less than thirty (30) days prior written notice of cancellation or modification of the policy.

15. WORKERS' COMPENSATION.

15.1 By signing this agreement, the Contractor agrees, certifies and warrants that the Contractor is in compliance with or exempt from, the requirements of N.H. RSA chapter 281-A ("Workers' Compensation").

15.2 To the extent the Contractor is subject to the requirements of N.H. RSA chapter 281-A, Contractor shall maintain, and require any subcontractor or assignee to secure and maintain, payment of Workers' Compensation in connection with activities which the person proposes to undertake pursuant to this Agreement. Contractor shall furnish the Contracting Officer identified in block 1.9, or his or her successor, proof of Workers' Compensation in the manner described in N.H. RSA chapter 281-A and any applicable renewal(s) thereof, which shall be attached and are incorporated herein by reference. The State shall not be responsible for payment of any Workers' Compensation premiums or for any other claim or benefit for Contractor, or any subcontractor or employee of Contractor, which might arise under applicable State of New Hampshire Workers' Compensation laws in connection with the performance of the Services under this Agreement.

16. WAIVER OF BREACH. No failure by the State to enforce any provisions hereof after any Event of Default shall be deemed a waiver of its rights with regard to that Event of Default, or any subsequent Event of Default. No express failure to enforce any Event of Default shall be deemed a waiver of the right of the State to enforce each and all of the provisions hereof upon any further or other Event of Default on the part of the Contractor.

17. NOTICE. Any notice by a party hereto to the other party shall be deemed to have been duly delivered or given at the time of mailing by certified mail, postage prepaid, in a United States Post Office addressed to the parties at the addresses given in blocks 1.2 and 1.4, herein.

18. AMENDMENT. This Agreement may be amended, waived or discharged only by an instrument in writing signed by the parties hereto and only after approval of such amendment, waiver or discharge by the Governor and Executive Council of the State of New Hampshire unless no

such approval is required under the circumstances pursuant to State law, rule or policy.

19. CONSTRUCTION OF AGREEMENT AND TERMS:

This Agreement shall be construed in accordance with the laws of the State of New Hampshire, and is binding upon and inures to the benefit of the parties and their respective successors and assigns. The wording used in this Agreement is the wording chosen by the parties to express their mutual intent, and no rule of construction shall be applied against or in favor of any party.

20. THIRD PARTIES. The parties hereto do not intend to benefit any third parties and this Agreement shall not be construed to confer any such benefit.

21. HEADINGS. The headings throughout the Agreement are for reference purposes only, and the words contained therein shall in no way be held to explain, modify, amplify or aid in the interpretation, construction or meaning of the provisions of this Agreement.

22. SPECIAL PROVISIONS. Additional provisions set forth in the attached EXHIBIT C are incorporated herein by reference.

23. SEVERABILITY. In the event any of the provisions of this Agreement are held by a court of competent jurisdiction to be contrary to any state or federal law, the remaining provisions of this Agreement will remain in full force and effect.

24. ENTIRE AGREEMENT. This Agreement, which may be executed in a number of counterparts, each of which shall be deemed an original, constitutes the entire Agreement and understanding between the parties, and supersedes all prior Agreements and understandings relating hereto.

New Hampshire Department of Health and Human Services
Radiology Services

Exhibit A



Scope of Services

1. Provisions Applicable to All Services

- 1.1. The Contractor will submit a detailed description of the language assistance services they will provide to persons with limited English proficiency to ensure meaningful access to their programs and/or services within ten (10) days of the contract effective date.
- 1.2. The Contractor agrees that, to the extent future legislative action by the New Hampshire General Court or federal or state court orders may have an impact on the Services described herein, the State Agency has the right to modify Service priorities and expenditure requirements under this Agreement so as to achieve compliance therewith.
- 1.3. Notwithstanding any other provision of the Contract to the contrary, no services shall continue after June 30, 2019, and the Department shall not be liable for any payments for services provided after June 30, 2019, unless and until an appropriation for these services has been received from the state legislature and funds encumbered for the SFY 2020-2021 biennium.

2. Scope of Services

- 2.1. The Contractor shall provide mobile X-Ray services for clients at New Hampshire Hospital.
- 2.2. The Contractor shall take, interpret, and report on X-Ray images.
- 2.3. The Contractor shall interpret and report on Electrocardiograms (EKG) taken by and as requested by the New Hampshire Hospital.
- 2.4. The Contractor shall provide X-Ray services by qualified and licensed technicians registered with the American Registry of Radiologic Technologists.
- 2.5. The Contractor shall provide X-Ray services as prescribed by the New Hampshire Hospital, subject to New Hampshire Hospital approval.
- 2.6. The Contractor shall make services available Monday through Friday, 7:00 am to 5:00 pm and on Saturdays, 7:00 am to 5:00 pm.
- 2.7. The Contractor shall provide all routine X-Rays on the same day as requested by New Hampshire Hospital.
- 2.8. The Contractor shall have a Board Certified Radiologist read and interpret the X-Rays.
- 2.9. The Contractor shall telephone preliminary findings to New Hampshire Hospital the same day the X-Ray was taken and fax final reports within five (5) business days.

**New Hampshire Department of Health and Human Services
Radiology Services**



Exhibit A

- 2.10. The Contractor shall provide radiologist telephone consultations and be on call twenty-four (24) hours a day, seven (7) days a week. The Contractor shall provide a telephone number for New Hampshire Hospital to contact the consultants.
- 2.11. The Contractor shall operate, maintain, and test all portable radiology equipment in accordance with a radiation protection program that ensures the safety of those using the equipment, those being examined, and the environment in which equipment being used. The Contractor will train all personnel working the portable radiology equipment in radiation safety.
- 2.12. The Contractor shall maintain records that include at a minimum the client's name and medical record number, date the service(s) were provided, and a description of the service(s) using the code names and numbers in Exhibit B-1, Fee Schedule.
- 2.13. The Contractor shall utilize the New Hampshire Hospital secure electronic messaging system, when available, for secure exchange of client information.
- 2.14. The Contractor warrants that it is Medicare and Medicaid approved and properly licensed by the State of New Hampshire.
- 2.15. The Contractor agrees to a Criminal Background Check.
- 2.16. The Contractor shall complete a required orientation of New Hampshire Hospital's policies and safety requirements and any New Hampshire Hospital provided continuing education classes thereafter, at the discretion of New Hampshire Hospital. Classes include:
 - 2.16.1. Boundaries (2 Hours)
 - 2.16.2. Cultural Awareness (2 Hours)
 - 2.16.3. Rehab Orientation (1-2 Hours)
 - 2.16.4. Cues to Crisis (2-4 Hours)

New Hampshire Department of Health and Human Services
Radiology Services



Exhibit B

Method and Conditions Precedent to Payment

1. The State shall pay the Contractor an amount not to exceed the Price Limitation, block 1.8, for the services provided by the Contractor pursuant to Exhibit A, Scope of Services.
2. This Agreement is funded by:
 - 2.1. New Hampshire General Funds;
 - 2.2. Other Funds from Provider Fees; and
 - 2.3. Federal Funds from the United States Department of Health and Human Services, Centers for Medicare and Medicaid Services, Medical Assistance Program Code of Federal Domestic Assistance (CFDA) # 93.778.
 - 2.3.1. The Contractor agrees to provide the services in Exhibit A, Scope of Services in compliance with funding requirements.
3. Payment for said services shall be made as follows:
 - 3.1. The Contractor will be reimbursed for services performed in accordance with Exhibit B-1, Fee Schedule.
 - 3.2. The Contractor will submit monthly invoices by the tenth (10th) working day of each month, which identifies and requests reimbursement for authorized expenses incurred in the prior month.
 - 3.3. Invoices shall include the client's Medical Record Number, date(s) of service, and the services provided using the code names and numbers; and rate fees in accordance with Exhibit B-1, Fee Schedule.
 - 3.4. The State shall make payment to the Contractor within thirty (30) days of receipt of each accurate invoice for Contractor services provided pursuant to this Agreement.
 - 3.5. Invoices must be submitted to:

Financial Manager
New Hampshire Hospital
36 Clinton Street
Concord, NH 03301
4. Notwithstanding anything to the contrary herein, the Contractor agrees that funding under this Contract may be withheld, in whole or in part, in the event of noncompliance with any State or Federal law, rule or regulation applicable to the services provided, or if the said services have not been completed in accordance with the terms and conditions of this Agreement.

Exhibit B-1 Fee Schedule

Concord Hospital Mobile X-Ray Services Fee Schedule

Contract Level 3	FIMS#	2010 Price	2016 Price
9583 MXC-ABDOMEN-KUB-1-VIEW	Contract Level 3 41-9583	101.20	\$111.32
9584 MXC-ABDOMEN-KUB-2-VIEW	Contract Level 3 41-9584	114.80	\$128.28
9588 MXC-ABDOMEN-KUB-2-TO-3-VIEWS	Contract Level 3 41-9588	122.85	\$134.92
9569 MXC-ANKLE-3-VIEW-LEFT	Contract Level 3 41-9569	105.25	\$116.78
9570 MXC-ANKLE-3-VIEW-RIGHT	Contract Level 3 41-9570	105.25	\$116.78
9572 MXC-CHEST-DECUB-RT	Contract Level 3 41-9572	101.75	\$111.83
9574 MXC-CHEST-1VIEW(AP/PA)	Contract Level 3 41-9574	95.50	\$105.05
9575 MXC-CHEST-DECUB-BILAT(PANEL)	Contract Level 3 41-9575	118.70	\$130.57
9577 MXC-CHEST-PA+LAT+OBLIQUES	Contract Level 3 41-9577	113.00	\$124.30
9578 MXC-CLAVICLE-LEFT	Contract Level 3 41-9578	101.85	\$112.04
9579 MXC-CLAVICLE-RIGHT	Contract Level 3 41-9579	101.85	\$112.04
9580 MXC-ELBOW-LEFT-3-VIEWS	Contract Level 3 41-9580	105.75	\$116.33
9581 MXC-ELBOW-RIGHT-3-VIEWS	Contract Level 3 41-9581	105.75	\$116.33
9584 MXC-FACIAL-BONES-3-TO-4-VIEWS	Contract Level 3 41-9584	108.76	\$118.83
9585 MXC-FEMUR-LEFT-2-VIEWS	Contract Level 3 41-9585	120.40	\$132.44
9586 MXC-FEMUR-RIGHT-2-VIEWS	Contract Level 3 41-9586	120.40	\$132.44
9587 MXC-FINGER(S)-LEFT-MIN-2-VIEWS	Contract Level 3 41-9587	100.90	\$110.99
9588 MXC-FINGER(S)-RIGHT-MIN-2-VIEWS	Contract Level 3 41-9588	100.90	\$110.99
9589 MXC-FOOT-LEFT-3-VIEWS	Contract Level 3 41-9589	105.75	\$116.33
9590 MXC-FOOT-RIGHT-3-VIEWS	Contract Level 3 41-9590	105.75	\$116.33
9591 MXC-FOREARM-LEFT-2-VIEWS	Contract Level 3 41-9591	105.75	\$116.33
9592 MXC-FOREARM-RIGHT-2-VIEWS	Contract Level 3 41-9592	105.75	\$116.33
9593 MXC-GENITALIA-PENIS	Contract Level 3 41-9593	90.00	\$99.00
9596 MXC-HAND-3-VIEWS-LEFT	Contract Level 3 41-9596	100.90	\$110.99
9597 MXC-HAND-3-VIEWS-RIGHT	Contract Level 3 41-9597	100.90	\$110.99
9598 MXC-HIP-LEFT-2-VIEWS-MINIMUM	Contract Level 3 41-9598	98.15	\$107.97
9599 MXC-HIP-RIGHT-2-VIEWS-MINIMUM	Contract Level 3 41-9599	98.15	\$107.97
9600 MXC-HUMERUS-LEFT-2-VIEWS-MINIMUM	Contract Level 3 41-9600	112.55	\$123.81
9601 MXC-HUMERUS-RIGHT-2-VIEWS-MINIMUM	Contract Level 3 41-9601	112.55	\$123.81
9604 MXC-KNEE-1-TO-2-VIEWS-LEFT	Contract Level 3 41-9604	100.90	\$110.99
9605 MXC-KNEE-1-TO-2-VIEWS-RIGHT	Contract Level 3 41-9605	100.90	\$110.99
9606 MXC-KNEE-3-VIEWS-LEFT	Contract Level 3 41-9606	110.85	\$121.72
9607 MXC-KNEE-3-VIEWS-RIGHT	Contract Level 3 41-9607	110.85	\$121.72
9608 MXC-KNEE-4-OR-MORE-VIEWS-LEFT	Contract Level 3 41-9608	112.55	\$123.81
9609 MXC-KNEE-4-OR-MORE-VIEWS-RIGHT	Contract Level 3 41-9609	112.55	\$123.81
9610 MXC-MANDIBLE-4-VIEWS-MINIMUM	Contract Level 3 41-9610	113.40	\$124.74
9611 MXC-MASTOIDS-COMPLETE	Contract Level 3 41-9611	127.10	\$139.81
9612 MXC-NASAL-BONES	Contract Level 3 41-9612	98.90	\$108.79
9614 MXC-ORBITS-4-VIEWS-MINIMUM	Contract Level 3 41-9614	105.75	\$116.33
9615 MXC-OS-CALCIS-HEEL-LEFT	Contract Level 3 41-9615	98.95	\$108.85
9616 MXC-OS-CALCIS-HEEL-RIGHT	Contract Level 3 41-9616	98.95	\$108.85
9617 MXC-PATELLA-LEFT	Contract Level 3 41-9617	101.85	\$112.04
9618 MXC-PATELLA-RIGHT	Contract Level 3 41-9618	101.85	\$112.04
9619 MXC-PELVIS-1-TO-2-VIEWS	Contract Level 3 41-9619	100.15	\$110.17
9620 MXC-PELVIS-AP-W/UNI-HIP	Contract Level 3 41-9620	112.45	\$123.70
9622 MXC-RIBS-BILATERAL+PA-CHEST	Contract Level 3 41-9622	145.85	\$160.22
9623 MXC-RIBS-LEFT+PA-CHEST	Contract Level 3 41-9623	134.90	\$148.39

Contractor Initials: SJS
 Date: 3/29/18

Exhibit B-1 Fee Schedule

9624 MXC-RIBS-RIGHT+PA-CHEST	Contract Level 3	41-9624	134.90	\$148.39
9625 MXC-SACROILIAC(SI)JOINTS	Contract Level 3	41-9625	113.00	\$124.30
9626 MXC-SACRUM-AND-COCCYX-2-VIEW-MIN	Contract Level 3	41-9626	113.80	\$125.18
9627 MXC-SC-JOINT(S)	Contract Level 3	41-9627	108.30	\$119.13
9628 MXC-SCAPULA-LEFT	Contract Level 3	41-9628	105.75	\$116.33
9629 MXC-SCAPULA-RIGHT	Contract Level 3	41-9629	105.75	\$116.33
9630 MXC-SHOULDER-AC-JOINTS-BILAT	Contract Level 3	41-9630	120.00	\$132.00
9631 MXC-SHOULDER-LEFT	Contract Level 3	41-9631	107.80	\$118.58
9632 MXC-SHOULDER-RIGHT	Contract Level 3	41-9632	107.80	\$118.58
9633 MXC-SINUSES-3-VIEWS-MINIMUM	Contract Level 3	41-9633	117.00	\$128.70
9635 MXC-SKULL-LESS-THAN-4-VIEWS	Contract Level 3	41-9635	100.05	\$110.06
9636 MXC-SKULL-4-VIEWS-MINIMUM	Contract Level 3	41-9636	108.65	\$116.22
9638 MXC-SPINE-CERV-W/FLEX-AND/OR-EXT	Contract Level 3	41-9638	99.75	\$109.73
9639 MXC-SPINE-CERVICAL-1-VIEW	Contract Level 3	41-9639	86.75	\$106.43
9641 MXC-SPINE-CERVICAL-2-TO-3-VIEWS	Contract Level 3	41-9641	105.75	\$116.33
9642 MXC-SPINE-CERVICAL-4-VIEWS	Contract Level 3	41-9642	119.35	\$131.29
9643 MXC-NECK/SOFT-TISSUE	Contract Level 3	41-9643	105.75	\$116.33
9644 MXC-SPINE-LUMBAR-1-VIEW	Contract Level 3	41-9644	101.85	\$112.04
9645 MXC-SPINE-LUMBAR-2-TO-3-VIEWS	Contract Level 3	41-9645	115.40	\$126.94
9648 MXC-SPINE-LUMBAR-4-VIEWS-MINIMUM	Contract Level 3	41-9648	134.90	\$148.39
9648 MXC-SPINE-THORACIC-2-VIEWS	Contract Level 3	41-9648	124.65	\$137.12
9649 MXC-SPINE-THORACIC-1-VIEW	Contract Level 3	41-9649	101.85	\$112.04
9650 MXC-SPINE-THORACIC-AP+LAT-W/OBL	Contract Level 3	41-9650	133.85	\$147.24
9651 MXC-STERNUM	Contract Level 3	41-9651	107.80	\$118.58
9652 MXC-TEMPOROMANDIBULAR-JOINTS	Contract Level 3	41-9652	108.30	\$119.13
9653 MXC-TIB/FIB-LOWER-LEG-LEFT	Contract Level 3	41-9653	112.55	\$123.81
9654 MXC-TIB/FIB-LOWER-LEG-RIGHT	Contract Level 3	41-9654	123.10	\$135.41
9655 MXC-TOES-FOOT-LEFT	Contract Level 3	41-9655	105.75	\$116.33
9656 MXC-TOES-FOOT-RIGHT	Contract Level 3	41-9656	105.75	\$116.33
9659 MXC-WRIST-LEFT-3-VIEWS-MINIMUM	Contract Level 3	41-9659	100.90	\$110.99
9660 MXC-WRIST-RIGHT-3-VIEWS-MINIMUM	Contract Level 3	41-9660	100.90	\$110.99
9661 MXC-WRIST-LEFT-WITH-NAVICULAR	Contract Level 3	41-9661	108.75	\$119.63
9662 MXC-WRIST-RIGHT-WITH-NAVICULAR	Contract Level 3	41-9662	108.75	\$119.63
9671 MXC-CHEST-DECUB-LT	Contract Level 3	41-9671	101.75	\$111.93
9672 MXC-SPINE-LUMBAR-FLEX+EXT-4VIEW	Contract Level 3	41-9672	115.40	\$126.94

Contractor Initials: SJS
Date: 3/29/18

New Hampshire Department of Health and Human Services
Exhibit C



SPECIAL PROVISIONS

Contractors Obligations: The Contractor covenants and agrees that all funds received by the Contractor under the Contract shall be used only as payment to the Contractor for services provided to eligible individuals and, in the furtherance of the aforesaid covenants, the Contractor hereby covenants and agrees as follows:

1. **Compliance with Federal and State Laws:** If the Contractor is permitted to determine the eligibility of individuals such eligibility determination shall be made in accordance with applicable federal and state laws, regulations, orders, guidelines, policies and procedures.
2. **Time and Manner of Determination:** Eligibility determinations shall be made on forms provided by the Department for that purpose and shall be made and remade at such times as are prescribed by the Department.
3. **Documentation:** In addition to the determination forms required by the Department, the Contractor shall maintain a data file on each recipient of services hereunder, which file shall include all information necessary to support an eligibility determination and such other information as the Department requests. The Contractor shall furnish the Department with all forms and documentation regarding eligibility determinations that the Department may request or require.
4. **Fair Hearings:** The Contractor understands that all applicants for services hereunder, as well as individuals declared ineligible have a right to a fair hearing regarding that determination. The Contractor hereby covenants and agrees that all applicants for services shall be permitted to fill out an application form and that each applicant or re-applicant shall be informed of his/her right to a fair hearing in accordance with Department regulations.
5. **Gratuities or Kickbacks:** The Contractor agrees that it is a breach of this Contract to accept or make a payment, gratuity or offer of employment on behalf of the Contractor, any Sub-Contractor or the State in order to influence the performance of the Scope of Work detailed in Exhibit A of this Contract. The State may terminate this Contract and any sub-contract or sub-agreement if it is determined that payments, gratuities or offers of employment of any kind were offered or received by any officials, officers, employees or agents of the Contractor or Sub-Contractor.
6. **Retroactive Payments:** Notwithstanding anything to the contrary contained in the Contract or in any other document, contract or understanding, it is expressly understood and agreed by the parties hereto, that no payments will be made hereunder to reimburse the Contractor for costs incurred for any purpose or for any services provided to any individual prior to the Effective Date of the Contract and no payments shall be made for expenses incurred by the Contractor for any services provided prior to the date on which the individual applies for services or (except as otherwise provided by the federal regulations) prior to a determination that the individual is eligible for such services.
7. **Conditions of Purchase:** Notwithstanding anything to the contrary contained in the Contract, nothing herein contained shall be deemed to obligate or require the Department to purchase services hereunder at a rate which reimburses the Contractor in excess of the Contractors costs, at a rate which exceeds the amounts reasonable and necessary to assure the quality of such service, or at a rate which exceeds the rate charged by the Contractor to ineligible individuals or other third party funders for such service. If at any time during the term of this Contract or after receipt of the Final Expenditure Report hereunder, the Department shall determine that the Contractor has used payments hereunder to reimburse items of expense other than such costs, or has received payment in excess of such costs or in excess of such rates charged by the Contractor to ineligible individuals or other third party funders, the Department may elect to:
 - 7.1. Renegotiate the rates for payment hereunder, in which event new rates shall be established;
 - 7.2. Deduct from any future payment to the Contractor the amount of any prior reimbursement in excess of costs;

New Hampshire Department of Health and Human Services
Exhibit C



- 7.3. Demand repayment of the excess payment by the Contractor in which event failure to make such repayment shall constitute an Event of Default hereunder. When the Contractor is permitted to determine the eligibility of individuals for services, the Contractor agrees to reimburse the Department for all funds paid by the Department to the Contractor for services provided to any individual who is found by the Department to be ineligible for such services at any time during the period of retention of records established herein.

RECORDS MAINTENANCE; RETENTION, AUDIT, DISCLOSURE AND CONFIDENTIALITY:

8. **Maintenance of Records:** In addition to the eligibility records specified above, the Contractor covenants and agrees to maintain the following records during the Contract Period:
- 8.1. **Fiscal Records:** books, records, documents and other data evidencing and reflecting all costs and other expenses incurred by the Contractor in the performance of the Contract, and all income received or collected by the Contractor during the Contract Period, said records to be maintained in accordance with accounting procedures and practices which sufficiently and properly reflect all such costs and expenses, and which are acceptable to the Department, and to include, without limitation, all ledgers, books, records, and original evidence of costs such as purchase requisitions and orders, vouchers, requisitions for materials, inventories, valuations of in-kind contributions, labor time cards, payrolls, and other records requested or required by the Department.
 - 8.2. **Statistical Records:** Statistical, enrollment, attendance or visit records for each recipient of services during the Contract Period, which records shall include all records of application and eligibility (including all forms required to determine eligibility for each such recipient), records regarding the provision of services and all invoices submitted to the Department to obtain payment for such services.
 - 8.3. **Medical Records:** Where appropriate and as prescribed by the Department regulations, the Contractor shall retain medical records on each patient/recipient of services.
9. **Audit:** Contractor shall submit an annual audit to the Department within 60 days after the close of the agency fiscal year. It is recommended that the report be prepared in accordance with the provision of Office of Management and Budget Circular A-133, "Audits of States, Local Governments, and Non Profit Organizations" and the provisions of Standards for Audit of Governmental Organizations, Programs, Activities and Functions, issued by the US General Accounting Office (GAO standards) as they pertain to financial compliance audits.
- 9.1. **Audit and Review:** During the term of this Contract and the period for retention hereunder, the Department, the United States Department of Health and Human Services, and any of their designated representatives shall have access to all reports and records maintained pursuant to the Contract for purposes of audit, examination, excerpts and transcripts.
 - 9.2. **Audit Liabilities:** In addition to and not in any way in limitation of obligations of the Contract, it is understood and agreed by the Contractor that the Contractor shall be held liable for any state or federal audit exceptions and shall return to the Department, all payments made under the Contract to which exception has been taken or which have been disallowed because of such an exception.
10. **Confidentiality of Records:** All information, reports, and records maintained hereunder or collected in connection with the performance of the services and the Contract shall be confidential and shall not be disclosed by the Contractor, provided however, that pursuant to state laws and the regulations of the Department regarding the use and disclosure of such information, disclosure may be made to public officials requiring such information in connection with their official duties and for purposes directly connected to the administration of the services and the Contract; and provided further, that the use or disclosure by any party of any information concerning a recipient for any purpose not directly connected with the administration of the Department or the Contractor's responsibilities with respect to purchased services hereunder is prohibited except on written consent of the recipient, his attorney or guardian.

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Exhibit C



Notwithstanding anything to the contrary contained herein the covenants and conditions contained in the Paragraph shall survive the termination of the Contract for any reason whatsoever.

11. **Reports: Fiscal and Statistical:** The Contractor agrees to submit the following reports at the following times if requested by the Department.
 - 11.1. **Interim Financial Reports:** Written interim financial reports containing a detailed description of all costs and non-allowable expenses incurred by the Contractor to the date of the report and containing such other information as shall be deemed satisfactory by the Department to justify the rate of payment hereunder. Such Financial Reports shall be submitted on the form designated by the Department or deemed satisfactory by the Department.
 - 11.2. **Final Report:** A final report shall be submitted within thirty (30) days after the end of the term of this Contract. The Final Report shall be in a form satisfactory to the Department and shall contain a summary statement of progress toward goals and objectives stated in the Proposal and other information required by the Department.
12. **Completion of Services: Disallowance of Costs:** Upon the purchase by the Department of the maximum number of units provided for in the Contract and upon payment of the price limitation hereunder, the Contract and all the obligations of the parties hereunder (except such obligations as, by the terms of the Contract are to be performed after the end of the term of this Contract and/or survive the termination of the Contract) shall terminate, provided however, that if, upon review of the Final Expenditure Report the Department shall disallow any expenses claimed by the Contractor as costs hereunder the Department shall retain the right, at its discretion, to deduct the amount of such expenses as are disallowed or to recover such sums from the Contractor.
13. **Credits:** All documents, notices, press releases, research reports and other materials prepared during or resulting from the performance of the services of the Contract shall include the following statement:
 - 13.1. The preparation of this (report, document etc.) was financed under a Contract with the State of New Hampshire, Department of Health and Human Services, with funds provided in part by the State of New Hampshire and/or such other funding sources as were available or required, e.g., the United States Department of Health and Human Services.
14. **Prior Approval and Copyright Ownership:** All materials (written, video, audio) produced or purchased under the contract shall have prior approval from DHHS before printing, production, distribution or use. The DHHS will retain copyright ownership for any and all original materials produced, including, but not limited to, brochures, resource directories, protocols or guidelines, posters, or reports. Contractor shall not reproduce any materials produced under the contract without prior written approval from DHHS.
15. **Operation of Facilities: Compliance with Laws and Regulations:** In the operation of any facilities for providing services, the Contractor shall comply with all laws, orders and regulations of federal, state, county and municipal authorities and with any direction of any Public Officer or officers pursuant to laws which shall impose an order or duty upon the contractor with respect to the operation of the facility or the provision of the services at such facility. If any governmental license or permit shall be required for the operation of the said facility or the performance of the said services, the Contractor will procure said license or permit, and will at all times comply with the terms and conditions of each such license or permit. In connection with the foregoing requirements, the Contractor hereby covenants and agrees that, during the term of this Contract the facilities shall comply with all rules, orders, regulations, and requirements of the State Office of the Fire Marshal and the local fire protection agency, and shall be in conformance with local building and zoning codes, by-laws and regulations.
16. **Equal Employment Opportunity Plan (EEO):** The Contractor will provide an Equal Employment Opportunity Plan (EEO) to the Office for Civil Rights, Office of Justice Programs (OCR), if it has received a single award of \$500,000 or more. If the recipient receives \$25,000 or more and has 50 or

New Hampshire Department of Health and Human Services
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more employees; it will maintain a current EEOP on file and submit an EEOP Certification Form to the OCR, certifying that its EEOP is on file. For recipients receiving less than \$25,000, or public grantees with fewer than 50 employees, regardless of the amount of the award, the recipient will provide an EEOP Certification Form to the OCR certifying it is not required to submit or maintain an EEOP. Non-profit organizations, Indian Tribes, and medical and educational institutions are exempt from the EEOP requirement, but are required to submit a certification form to the OCR to claim the exemption. EEOP Certification Forms are available at: <http://www.ojp.usdoj/about/ocr/pdfs/cert.pdf>.

- 17. **Limited English Proficiency (LEP):** As clarified by Executive Order 13166, Improving Access to Services for persons with Limited English Proficiency, and resulting agency guidance, national origin discrimination includes discrimination on the basis of limited English proficiency (LEP). To ensure compliance with the Omnibus Crime Control and Safe Streets Act of 1968 and Title VI of the Civil Rights Act of 1964, Contractors must take reasonable steps to ensure that LEP persons have meaningful access to its programs.
- 18. **Pilot Program for Enhancement of Contractor Employee Whistleblower Protections:** The following shall apply to all contracts that exceed the Simplified Acquisition Threshold as defined in 48 CFR 2.101 (currently, \$150,000)

CONTRACTOR EMPLOYEE WHISTLEBLOWER RIGHTS AND REQUIREMENT TO INFORM EMPLOYEES OF WHISTLEBLOWER RIGHTS (SEP. 2013)

- (a) This contract and employees working on this contract will be subject to the whistleblower rights and remedies in the pilot program on Contractor employee whistleblower protections established at 41 U.S.C. 4712 by section 828 of the National Defense Authorization Act for Fiscal Year 2013 (Pub. L. 112-239) and FAR 3.908.
- (b) The Contractor shall inform its employees in writing, in the predominant language of the workforce, of employee whistleblower rights and protections under 41 U.S.C. 4712, as described in section 3.908 of the Federal Acquisition Regulation.
- (c) The Contractor shall insert the substance of this clause, including this paragraph (c), in all subcontracts over the simplified acquisition threshold.

- 19. **Subcontractors:** DHHS recognizes that the Contractor may choose to use subcontractors with greater expertise to perform certain health care services or functions for efficiency or convenience, but the Contractor shall retain the responsibility and accountability for the function(s). Prior to subcontracting, the Contractor shall evaluate the subcontractor's ability to perform the delegated function(s). This is accomplished through a written agreement that specifies activities and reporting responsibilities of the subcontractor and provides for revoking the delegation or imposing sanctions if the subcontractor's performance is not adequate. Subcontractors are subject to the same contractual conditions as the Contractor and the Contractor is responsible to ensure subcontractor compliance with those conditions.
When the Contractor delegates a function to a subcontractor, the Contractor shall do the following:
 - 19.1. Evaluate the prospective subcontractor's ability to perform the activities, before delegating the function
 - 19.2. Have a written agreement with the subcontractor that specifies activities and reporting responsibilities and how sanctions/revocation will be managed if the subcontractor's performance is not adequate
 - 19.3. Monitor the subcontractor's performance on an ongoing basis

New Hampshire Department of Health and Human Services
Exhibit C



- 19.4. Provide to DHHS an annual schedule identifying all subcontractors, delegated functions and responsibilities, and when the subcontractor's performance will be reviewed
- 19.5. DHHS shall, at its discretion, review and approve all subcontracts.

If the Contractor identifies deficiencies or areas for improvement are identified, the Contractor shall take corrective action.

DEFINITIONS

As used in the Contract, the following terms shall have the following meanings:

COSTS: Shall mean those direct and indirect items of expense determined by the Department to be allowable and reimbursable in accordance with cost and accounting principles established in accordance with state and federal laws, regulations, rules and orders.

DEPARTMENT: NH Department of Health and Human Services.

FINANCIAL MANAGEMENT GUIDELINES: Shall mean that section of the Contractor Manual which is entitled "Financial Management Guidelines" and which contains the regulations governing the financial activities of contractor agencies which have contracted with the State of NH to receive funds.

PROPOSAL: If applicable, shall mean the document submitted by the Contractor on a form or forms, required by the Department and containing a description of the Services to be provided to eligible individuals by the Contractor in accordance with the terms and conditions of the Contract and setting forth the total cost and sources of revenue for each service to be provided under the Contract.

UNIT: For each service that the Contractor is to provide to eligible individuals hereunder, shall mean that period of time or that specified activity determined by the Department and specified in Exhibit B of the Contract.

FEDERAL/STATE LAW: Wherever federal or state laws, regulations, rules, orders, and policies, etc. are referred to in the Contract, the said reference shall be deemed to mean all such laws, regulations, etc. as they may be amended or revised from the time to time.

CONTRACTOR MANUAL: Shall mean that document prepared by the NH Department of Administrative Services containing a compilation of all regulations promulgated pursuant to the New Hampshire Administrative Procedures Act, NH RSA Ch 541-A, for the purpose of implementing State of NH and federal regulations promulgated thereunder.

SUPPLANTING OTHER FEDERAL FUNDS: The Contractor guarantees that funds provided under this Contract will not supplant any existing federal funds available for these services.

New Hampshire Department of Health and Human Services
Exhibit C-1



REVISIONS TO GENERAL PROVISIONS

1. Subparagraph 4 of the General Provisions of this contract, Conditional Nature of Agreement, is replaced as follows:
 4. **CONDITIONAL NATURE OF AGREEMENT.**
Notwithstanding any provision of this Agreement to the contrary, all obligations of the State hereunder, including without limitation, the continuance of payments, in whole or in part, under this Agreement are contingent upon continued appropriation or availability of funds, including any subsequent changes to the appropriation or availability of funds affected by any state or federal legislative or executive action that reduces, eliminates, or otherwise modifies the appropriation or availability of funding for this Agreement and the Scope of Services provided in Exhibit A, Scope of Services, in whole or in part. In no event shall the State be liable for any payments hereunder in excess of appropriated or available funds. In the event of a reduction, termination or modification of appropriated or available funds, the State shall have the right to withhold payment until such funds become available, if ever. The State shall have the right to reduce, terminate or modify services under this Agreement immediately upon giving the Contractor notice of such reduction, termination or modification. The State shall not be required to transfer funds from any other source or account into the Account(s) identified in block 1.6 of the General Provisions, Account Number, or any other account, in the event funds are reduced or unavailable.
2. Subparagraph 10 of the General Provisions of this contract, Termination, is amended by adding the following language:
 - 10.1 The State may terminate the Agreement at any time for any reason, at the sole discretion of the State, 30 days after giving the Contractor written notice that the State is exercising its option to terminate the Agreement.
 - 10.2 In the event of early termination, the Contractor shall, within 15 days of notice of early termination, develop and submit to the State a Transition Plan for services under the Agreement, including but not limited to, identifying the present and future needs of clients receiving services under the Agreement and establishes a process to meet those needs.
 - 10.3 The Contractor shall fully cooperate with the State and shall promptly provide detailed information to support the Transition Plan including, but not limited to, any information or data requested by the State related to the termination of the Agreement and Transition Plan and shall provide ongoing communication and revisions of the Transition Plan to the State as requested.
 - 10.4 In the event that services under the Agreement, including but not limited to clients receiving services under the Agreement are transitioned to having services delivered by another entity, including contracted providers or the State, the Contractor shall provide a process for uninterrupted delivery of services in the Transition Plan.
 - 10.5 The Contractor shall establish a method of notifying clients and other affected individuals about the transition. The Contractor shall include the proposed communications in its Transition Plan submitted to the State as described above.
3. The Division reserves the right to renew the Contract for up to four (4) additional years, subject to the continued availability of funds, satisfactory performance of services and approval by the Governor and Executive Council.

New Hampshire Department of Health and Human Services
Exhibit D



CERTIFICATION REGARDING DRUG-FREE WORKPLACE REQUIREMENTS

The Contractor identified in Section 1.3 of the General Provisions agrees to comply with the provisions of Sections 5151-5160 of the Drug-Free Workplace Act of 1988 (Pub. L. 100-690, Title V, Subtitle D; 41 U.S.C. 701 et seq.), and further agrees to have the Contractor's representative, as identified in Sections 1.11 and 1.12 of the General Provisions execute the following Certification:

ALTERNATIVE I - FOR GRANTEES OTHER THAN INDIVIDUALS

US DEPARTMENT OF HEALTH AND HUMAN SERVICES - CONTRACTORS
US DEPARTMENT OF EDUCATION - CONTRACTORS
US DEPARTMENT OF AGRICULTURE - CONTRACTORS

This certification is required by the regulations implementing Sections 5151-5160 of the Drug-Free Workplace Act of 1988 (Pub. L. 100-690, Title V, Subtitle D; 41 U.S.C. 701 et seq.). The January 31, 1989 regulations were amended and published as Part II of the May 25, 1990 Federal Register (pages 21681-21691), and require certification by grantees (and by inference, sub-grantees and sub-contractors), prior to award, that they will maintain a drug-free workplace. Section 3017.630(c) of the regulation provides that a grantee (and by inference, sub-grantees and sub-contractors) that is a State may elect to make one certification to the Department in each federal fiscal year in lieu of certificates for each grant during the federal fiscal year covered by the certification. The certificate set out below is a material representation of fact upon which reliance is placed when the agency awards the grant. False certification or violation of the certification shall be grounds for suspension of payments, suspension or termination of grants, or government wide suspension or debarment. Contractors using this form should send it to:

Commissioner
NH Department of Health and Human Services
129 Pleasant Street,
Concord, NH 03301-6505

1. The grantee certifies that it will or will continue to provide a drug-free workplace by:
 - 1.1. Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession or use of a controlled substance is prohibited in the grantee's workplace and specifying the actions that will be taken against employees for violation of such prohibition;
 - 1.2. Establishing an ongoing drug-free awareness program to inform employees about
 - 1.2.1. The dangers of drug abuse in the workplace;
 - 1.2.2. The grantee's policy of maintaining a drug-free workplace;
 - 1.2.3. Any available drug counseling, rehabilitation, and employee assistance programs; and
 - 1.2.4. The penalties that may be imposed upon employees for drug abuse violations occurring in the workplace;
 - 1.3. Making it a requirement that each employee to be engaged in the performance of the grant be given a copy of the statement required by paragraph (a);
 - 1.4. Notifying the employee in the statement required by paragraph (a) that, as a condition of employment under the grant, the employee will
 - 1.4.1. Abide by the terms of the statement; and
 - 1.4.2. Notify the employer in writing of his or her conviction for a violation of a criminal drug statute occurring in the workplace no later than five calendar days after such conviction;
 - 1.5. Notifying the agency in writing, within ten calendar days after receiving notice under subparagraph 1.4.2 from an employee or otherwise receiving actual notice of such conviction. Employers of convicted employees must provide notice, including position title, to every grant officer on whose grant activity the convicted employee was working, unless the Federal agency

New Hampshire Department of Health and Human Services
Exhibit D



has designated a central point for the receipt of such notices. Notice shall include the identification number(s) of each affected grant;

- 1.6. Taking one of the following actions, within 30 calendar days of receiving notice under subparagraph 1.4.2, with respect to any employee who is so convicted
 - 1.6.1. Taking appropriate personnel action against such an employee, up to and including termination, consistent with the requirements of the Rehabilitation Act of 1973, as amended; or
 - 1.6.2. Requiring such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a Federal, State, or local health, law enforcement, or other appropriate agency;
- 1.7. Making a good faith effort to continue to maintain a drug-free workplace through implementation of paragraphs 1.1, 1.2, 1.3, 1.4, 1.5, and 1.6.

2. The grantee may insert in the space provided below the site(s) for the performance of work done in connection with the specific grant.

Place of Performance (street address, city, county, state, zip code) (list each location)

Check if there are workplaces on file that are not identified here:

Contractor Name:

3/29/18
Date

Scott W. Sloane
Name: Scott W. Sloane
Title: CFO



New Hampshire Department of Health and Human Services
Exhibit E

CERTIFICATION REGARDING LOBBYING

The Contractor identified in Section 1.3 of the General Provisions agrees to comply with the provisions of Section 319 of Public Law 101-121, Government wide Guidance for New Restrictions on Lobbying, and 31 U.S.C. 1352, and further agrees to have the Contractor's representative, as identified in Sections 1.11 and 1.12 of the General Provisions execute the following Certification:

US DEPARTMENT OF HEALTH AND HUMAN SERVICES - CONTRACTORS
US DEPARTMENT OF EDUCATION - CONTRACTORS
US DEPARTMENT OF AGRICULTURE - CONTRACTORS

- Programs (indicate applicable program covered):
- *Temporary Assistance to Needy Families under Title IV-A
- *Child Support Enforcement Program under Title IV-D
- *Social Services Block Grant Program under Title XX
- *Medicaid Program under Title XIX
- *Community Services Block Grant under Title VI
- *Child Care Development Block Grant under Title IV

The undersigned certifies, to the best of his or her knowledge and belief, that:

- No Federal appropriated funds have been paid or will be paid by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement (and by specific mention sub-grantee or sub-contractor).
- If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement (and by specific mention sub-grantee or sub-contractor), the undersigned shall complete and submit Standard Form LLL, (Disclosure Form to Report Lobbying, in accordance with its instructions, attached and identified as Standard Exhibit E-1.)
- The undersigned shall require that the language of this certification be included in the award document for sub-awards at all tiers (including subcontracts, sub-grants, and contracts under grants, loans, and cooperative agreements) and that all sub-recipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by Section 1352, Title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

Contractor Name:

3/29/18
Date

Scott W. Sloane
Name: Scott W. Sloane
Title: CFO

New Hampshire Department of Health and Human Services
Exhibit F



**CERTIFICATION REGARDING DEBARMENT, SUSPENSION
AND OTHER RESPONSIBILITY MATTERS**

The Contractor identified in Section 1.3 of the General Provisions agrees to comply with the provisions of Executive Office of the President, Executive Order 12549 and 45 CFR Part 76 regarding Debarment, Suspension, and Other Responsibility Matters, and further agrees to have the Contractor's representative, as identified in Sections 1.11 and 1.12 of the General Provisions execute the following Certification:

INSTRUCTIONS FOR CERTIFICATION

1. By signing and submitting this proposal (contract), the prospective primary participant is providing the certification set out below.
2. The inability of a person to provide the certification required below will not necessarily result in denial of participation in this covered transaction. If necessary, the prospective participant shall submit an explanation of why it cannot provide the certification. The certification or explanation will be considered in connection with the NH Department of Health and Human Services' (DHHS) determination whether to enter into this transaction. However, failure of the prospective primary participant to furnish a certification or an explanation shall disqualify such person from participation in this transaction.
3. The certification in this clause is a material representation of fact upon which reliance was placed when DHHS determined to enter into this transaction. If it is later determined that the prospective primary participant knowingly rendered an erroneous certification, in addition to other remedies available to the Federal Government, DHHS may terminate this transaction for cause or default.
4. The prospective primary participant shall provide immediate written notice to the DHHS agency to whom this proposal (contract) is submitted if at any time the prospective primary participant learns that its certification was erroneous when submitted or has become erroneous by reason of changed circumstances.
5. The terms "covered transaction," "debarred," "suspended," "ineligible," "lower tier covered transaction," "participant," "person," "primary covered transaction," "principal," "proposal," and "voluntarily excluded," as used in this clause, have the meanings set out in the Definitions and Coverage sections of the rules implementing Executive Order 12549, 45 CFR, Part 76. See the attached definitions.
6. The prospective primary participant agrees by submitting this proposal (contract) that, should the proposed covered transaction be entered into, it shall not knowingly enter into any lower tier covered transaction with a person who is debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction, unless authorized by DHHS.
7. The prospective primary participant further agrees by submitting this proposal that it will include the clause titled "Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion - Lower Tier Covered Transactions," provided by DHHS, without modification, in all lower tier covered transactions and in all solicitations for lower tier covered transactions.
8. A participant in a covered transaction may rely upon a certification of a prospective participant in a lower tier covered transaction that it is not debarred, suspended, ineligible, or involuntarily excluded from the covered transaction, unless it knows that the certification is erroneous. A participant may decide the method and frequency by which it determines the eligibility of its principals. Each participant may, but is not required to, check the Nonprocurement List (of excluded parties).
9. Nothing contained in the foregoing shall be construed to require establishment of a system of records in order to render in good faith the certification required by this clause. The knowledge and

New Hampshire Department of Health and Human Services
Exhibit F



information of a participant is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.

- 10. Except for transactions authorized under paragraph 6 of these instructions, if a participant in a covered transaction knowingly enters into a lower tier covered transaction with a person who is suspended, debarred, ineligible, or voluntarily excluded from participation in this transaction, in addition to other remedies available to the Federal government, DHHS may terminate this transaction for cause or default.

PRIMARY COVERED TRANSACTIONS

- 11. The prospective primary participant certifies to the best of its knowledge and belief, that it and its principals:
 - 11.1. are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any Federal department or agency;
 - 11.2. have not within a three-year period preceding this proposal (contract) been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State or local) transaction or a contract under a public transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;
 - 11.3. are not presently indicted for otherwise criminally or civilly charged by a governmental entity (Federal, State or local) with commission of any of the offenses enumerated in paragraph (1)(b) of this certification; and
 - 11.4. have not within a three-year period preceding this application/proposal had one or more public transactions (Federal, State or local) terminated for cause or default.
- 12. Where the prospective primary participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this proposal (contract).

LOWER TIER COVERED TRANSACTIONS

- 13. By signing and submitting this lower tier proposal (contract), the prospective lower tier participant, as defined in 45 CFR Part 76, certifies to the best of its knowledge and belief that it and its principals:
 - 13.1. are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any federal department or agency;
 - 13.2. where the prospective lower tier participant is unable to certify to any of the above, such prospective participant shall attach an explanation to this proposal (contract).
- 14. The prospective lower tier participant further agrees by submitting this proposal (contract) that it will include this clause entitled "Certification Regarding Debarment, Suspension, Ineligibility, and Voluntary Exclusion - Lower Tier Covered Transactions," without modification in all lower tier covered transactions and in all solicitations for lower tier covered transactions.

Contractor Name:

3/29/18
Date

Scott W. Sloane
Name: Scott W. Sloane
Title: CFO

Contractor Initials: SSS
Date: 3/29/18

New Hampshire Department of Health and Human Services
Exhibit G



**CERTIFICATION OF COMPLIANCE WITH REQUIREMENTS PERTAINING TO
FEDERAL NONDISCRIMINATION, EQUAL TREATMENT OF FAITH-BASED ORGANIZATIONS AND
WHISTLEBLOWER PROTECTIONS**

The Contractor identified in Section 1.3 of the General Provisions agrees by signature of the Contractor's representative as identified in Sections 1.11 and 1.12 of the General Provisions, to execute the following certification:

Contractor will comply, and will require any subgrantees or subcontractors to comply, with any applicable federal nondiscrimination requirements, which may include:

- the Omnibus Crime Control and Safe Streets Act of 1968 (42 U.S.C. Section 3789d) which prohibits recipients of federal funding under this statute from discriminating, either in employment practices or in the delivery of services or benefits, on the basis of race, color, religion, national origin, and sex. The Act requires certain recipients to produce an Equal Employment Opportunity Plan;
- the Juvenile Justice Delinquency Prevention Act of 2002 (42 U.S.C. Section 5672(b)) which adopts by reference, the civil rights obligations of the Safe Streets Act. Recipients of federal funding under this statute are prohibited from discriminating, either in employment practices or in the delivery of services or benefits, on the basis of race, color, religion, national origin, and sex. The Act includes Equal Employment Opportunity Plan requirements;
- the Civil Rights Act of 1964 (42 U.S.C. Section 2000d, which prohibits recipients of federal financial assistance from discriminating on the basis of race, color, or national origin in any program or activity);
- the Rehabilitation Act of 1973 (29 U.S.C. Section 794), which prohibits recipients of Federal financial assistance from discriminating on the basis of disability, in regard to employment and the delivery of services or benefits, in any program or activity;
- the Americans with Disabilities Act of 1990 (42 U.S.C. Sections 12131-34); which prohibits discrimination and ensures equal opportunity for persons with disabilities in employment, State and local government services, public accommodations, commercial facilities, and transportation;
- the Education Amendments of 1972 (20 U.S.C. Sections 1681, 1683, 1685-86), which prohibits discrimination on the basis of sex in federally assisted education programs;
- the Age Discrimination Act of 1975 (42 U.S.C. Sections 6106-07), which prohibits discrimination on the basis of age in programs or activities receiving Federal financial assistance. It does not include employment discrimination;
- 28 C.F.R. pt. 31 (U.S. Department of Justice Regulations – QJJD Grant Programs); 28 C.F.R. pt. 42 (U.S. Department of Justice Regulations – Nondiscrimination, Equal Employment Opportunity, Policies and Procedures); Executive Order No. 13279 (equal protection of the laws for faith-based and community organizations); Executive Order No. 13559, which provide fundamental principles and policy-making criteria for partnerships with faith-based and neighborhood organizations;
- 28 C.F.R. pt. 38 (U.S. Department of Justice Regulations – Equal Treatment for Faith-Based Organizations); and Whistleblower protections 41 U.S.C. §4712 and The National Defense Authorization Act (NDAA) for Fiscal Year 2013 (Pub. L. 112-239, enacted January 2, 2013) the Pilot Program for Enhancement of Contract Employee Whistleblower Protections, which protects employees against reprisal for certain whistle blowing activities in connection with federal grants and contracts.

The certificate set out below is a material representation of fact upon which reliance is placed when the agency awards the grant. False certification or violation of the certification shall be grounds for suspension of payments, suspension or termination of grants, or government wide suspension or debarment.

Exhibit G

Contractor Initials SJS

Certification of Compliance with requirements pertaining to Federal Nondiscrimination, Equal Treatment of Faith-Based Organizations and Whistleblower protections

New Hampshire Department of Health and Human Services
Exhibit G



In the event a Federal or State court or Federal or State administrative agency makes a finding of discrimination after a due process hearing on the grounds of race, color, religion, national origin, or sex against a recipient of funds, the recipient will forward a copy of the finding to the Office for Civil Rights, to the applicable contracting agency or division within the Department of Health and Human Services, and to the Department of Health and Human Services Office of the Ombudsman.

The Contractor identified in Section 1.3 of the General Provisions agrees by signature of the Contractor's representative as identified in Sections 1.11 and 1.12 of the General Provisions, to execute the following certification:

- 1. By signing and submitting this proposal (contract) the Contractor agrees to comply with the provisions indicated above.

Contractor Name:

3/29/18
Date

Scott W. Sloane
Name: Scott W. Sloane
Title: CFO

Exhibit G

Contractor Initials SS

Certification of Compliance with requirements pertaining to Federal Nondiscrimination, Equal Treatment of Faith-Based Organizations and Whistleblower protections

Date 3/29/18

New Hampshire Department of Health and Human Services
Exhibit H



CERTIFICATION REGARDING ENVIRONMENTAL TOBACCO SMOKE

Public Law 103-227, Part C - Environmental Tobacco Smoke, also known as the Pro-Children Act of 1994 (Act), requires that smoking not be permitted in any portion of any indoor facility owned or leased or contracted for by an entity and used routinely or regularly for the provision of health, day care, education, or library services to children under the age of 18, if the services are funded by Federal programs either directly or through State or local governments, by Federal grant, contract, loan, or loan guarantee. The law does not apply to children's services provided in private residences, facilities funded solely by Medicare or Medicaid funds, and portions of facilities used for inpatient drug or alcohol treatment. Failure to comply with the provisions of the law may result in the imposition of a civil monetary penalty of up to \$1000 per day and/or the imposition of an administrative compliance order on the responsible entity.

The Contractor identified in Section 1.3 of the General Provisions agrees, by signature of the Contractor's representative as identified in Section 1.11 and 1.12 of the General Provisions, to execute the following certification:

1. By signing and submitting this contract, the Contractor agrees to make reasonable efforts to comply with all applicable provisions of Public Law 103-227, Part C, known as the Pro-Children Act of 1994.

Contractor Name:

3/29/18
Date

Scott W. Slane
Name: Scott W. Slane
Title: CFO

New Hampshire Department of Health and Human Services



Exhibit I

HEALTH INSURANCE PORTABILITY ACT
BUSINESS ASSOCIATE AGREEMENT

The Contractor identified in Section 1.3 of the General Provisions of the Agreement agrees to comply with the Health Insurance Portability and Accountability Act, Public Law 104-191 and with the Standards for Privacy and Security of Individually Identifiable Health Information, 45 CFR Parts 160 and 164 applicable to business associates. As defined herein, "Business Associate" shall mean the Contractor and subcontractors and agents of the Contractor that receive, use or have access to protected health information under this Agreement and "Covered Entity" shall mean the State of New Hampshire, Department of Health and Human Services.

(1) **Definitions.**

- a. "**Breach**" shall have the same meaning as the term "Breach" in section 164.402 of Title 45, Code of Federal Regulations.
- b. "**Business Associate**" has the meaning given such term in section 160.103 of Title 45, Code of Federal Regulations.
- c. "**Covered Entity**" has the meaning given such term in section 160.103 of Title 45, Code of Federal Regulations.
- d. "**Designated Record Set**" shall have the same meaning as the term "designated record set" in 45 CFR Section 164.501.
- e. "**Data Aggregation**" shall have the same meaning as the term "data aggregation" in 45 CFR Section 164.501.
- f. "**Health Care Operations**" shall have the same meaning as the term "health care operations" in 45 CFR Section 164.501.
- g. "**HITECH Act**" means the Health Information Technology for Economic and Clinical Health Act, Title XIII, Subtitle D, Part 1 & 2 of the American Recovery and Reinvestment Act of 2009.
- h. "**HIPAA**" means the Health Insurance Portability and Accountability Act of 1996, Public Law 104-191 and the Standards for Privacy and Security of Individually Identifiable Health Information, 45 CFR Parts 160, 162 and 164 and amendments thereto.
- i. "**Individual**" shall have the same meaning as the term "individual" in 45 CFR Section 160.103 and shall include a person who qualifies as a personal representative in accordance with 45 CFR Section 164.501(g).
- j. "**Privacy Rule**" shall mean the Standards for Privacy of Individually Identifiable Health Information at 45 CFR Parts 160 and 164, promulgated under HIPAA by the United States Department of Health and Human Services.
- k. "**Protected Health Information**" shall have the same meaning as the term "protected health information" in 45 CFR Section 160.103, limited to the information created or received by Business Associate from or on behalf of Covered Entity.

New Hampshire Department of Health and Human Services



Exhibit I

- i. **"Required by Law"** shall have the same meaning as the term "required by law" in 45 CFR Section 164.103.
- m. **"Secretary"** shall mean the Secretary of the Department of Health and Human Services or his/her designee.
- n. **"Security Rule"** shall mean the Security Standards for the Protection of Electronic Protected Health Information at 45 CFR Part 164, Subpart C, and amendments thereto.
- o. **"Unsecured Protected Health Information"** means protected health information that is not secured by a technology standard that renders protected health information unusable, unreadable, or indecipherable to unauthorized individuals and is developed or endorsed by a standards developing organization that is accredited by the American National Standards Institute.
- p. **Other Definitions** - All terms not otherwise defined herein shall have the meaning established under 45 C.F.R. Parts 160, 162 and 164, as amended from time to time, and the HITECH Act.

(2) **Business Associate Use and Disclosure of Protected Health Information**

- a. Business Associate shall not use, disclose, maintain or transmit Protected Health Information (PHI) except as reasonably necessary to provide the services outlined under Exhibit A of the Agreement. Further, Business Associate, including but not limited to all its directors, officers, employees and agents, shall not use, disclose, maintain or transmit PHI in any manner that would constitute a violation of the Privacy and Security Rule.
- b. Business Associate may use or disclose PHI:
 - i. For the proper management and administration of the Business Associate;
 - ii. As required by law, pursuant to the terms set forth in paragraph d. below; or
 - iii. For data aggregation purposes for the health care operations of Covered Entity.
- c. To the extent Business Associate is permitted under the Agreement to disclose PHI to a third party, Business Associate must obtain, prior to making any such disclosure, (i) reasonable assurances from the third party that such PHI will be held confidentially and used or further disclosed only as required by law or for the purpose for which it was disclosed to the third party; and (ii) an agreement from such third party to notify Business Associate, in accordance with the HIPAA Privacy, Security, and Breach Notification Rules of any breaches of the confidentiality of the PHI, to the extent it has obtained knowledge of such breach.
- d. The Business Associate shall not, unless such disclosure is reasonably necessary to provide services under Exhibit A of the Agreement, disclose any PHI in response to a request for disclosure on the basis that it is required by law, without first notifying Covered Entity so that Covered Entity has an opportunity to object to the disclosure and to seek appropriate relief. If Covered Entity objects to such disclosure, the Business

New Hampshire Department of Health and Human Services



Exhibit I

Associate shall refrain from disclosing the PHI until Covered Entity has exhausted all remedies.

- e. If the Covered Entity notifies the Business Associate that Covered Entity has agreed to be bound by additional restrictions over and above those uses or disclosures or security safeguards of PHI pursuant to the Privacy and Security Rule, the Business Associate shall be bound by such additional restrictions and shall not disclose PHI in violation of such additional restrictions and shall abide by any additional security safeguards.

(3) Obligations and Activities of Business Associate.

- a. The Business Associate shall notify the Covered Entity's Privacy Officer immediately after the Business Associate becomes aware of any use or disclosure of protected health information not provided for by the Agreement including breaches of unsecured protected health information and/or any security incident that may have an impact on the protected health information of the Covered Entity.
- b. The Business Associate shall immediately perform a risk assessment when it becomes aware of any of the above situations. The risk assessment shall include, but not be limited to:
 - o The nature and extent of the protected health information involved, including the types of identifiers and the likelihood of re-identification;
 - o The unauthorized person used the protected health information or to whom the disclosure was made;
 - o Whether the protected health information was actually acquired or viewed;
 - o The extent to which the risk to the protected health information has been mitigated.

The Business Associate shall complete the risk assessment within 48 hours of the breach and immediately report the findings of the risk assessment in writing to the Covered Entity.

- c. The Business Associate shall comply with all sections of the Privacy, Security, and Breach Notification Rule.
- d. Business Associate shall make available all of its internal policies and procedures, books and records relating to the use and disclosure of PHI received from, or created or received by the Business Associate on behalf of Covered Entity to the Secretary for purposes of determining Covered Entity's compliance with HIPAA and the Privacy and Security Rule.
- e. Business Associate shall require all of its business associates that receive, use or have access to PHI under the Agreement, to agree in writing to adhere to the same restrictions and conditions on the use and disclosure of PHI contained herein, including the duty to return or destroy the PHI as provided under Section 3 (I). The Covered Entity shall be considered a direct third party beneficiary of the Contractor's business associate agreements with Contractor's intended business associates, who will be receiving PHI

3/2014

Contractor Initials

SWS

Date 3/21/18

New Hampshire Department of Health and Human Services



Exhibit I

pursuant to this Agreement, with rights of enforcement and indemnification from such business associates who shall be governed by standard Paragraph #13 of the standard contract provisions (P-37) of this Agreement for the purpose of use and disclosure of protected health information.

- f. Within five (5) business days of receipt of a written request from Covered Entity, Business Associate shall make available during normal business hours at its offices all records, books, agreements, policies and procedures relating to the use and disclosure of PHI to the Covered Entity, for purposes of enabling Covered Entity to determine Business Associate's compliance with the terms of the Agreement.
- g. Within ten (10) business days of receiving a written request from Covered Entity, Business Associate shall provide access to PHI in a Designated Record Set to the Covered Entity, or as directed by Covered Entity, to an individual in order to meet the requirements under 45 CFR Section 164.524.
- h. Within ten (10) business days of receiving a written request from Covered Entity for an amendment of PHI or a record about an individual contained in a Designated Record Set, the Business Associate shall make such PHI available to Covered Entity for amendment and incorporate any such amendment to enable Covered Entity to fulfill its obligations under 45 CFR Section 164.526.
- i. Business Associate shall document such disclosures of PHI and information related to such disclosures as would be required for Covered Entity to respond to a request by an individual for an accounting of disclosures of PHI in accordance with 45 CFR Section 164.528.
- j. Within ten (10) business days of receiving a written request from Covered Entity for a request for an accounting of disclosures of PHI, Business Associate shall make available to Covered Entity such information as Covered Entity may require to fulfill its obligations to provide an accounting of disclosures with respect to PHI in accordance with 45 CFR Section 164.528.
- k. In the event any individual requests access to, amendment of, or accounting of PHI directly from the Business Associate, the Business Associate shall within two (2) business days forward such request to Covered Entity. Covered Entity shall have the responsibility of responding to forwarded requests. However, if forwarding the individual's request to Covered Entity would cause Covered Entity or the Business Associate to violate HIPAA and the Privacy and Security Rule, the Business Associate shall instead respond to the individual's request as required by such law and notify Covered Entity of such response as soon as practicable.
- l. Within ten (10) business days of termination of the Agreement, for any reason, the Business Associate shall return or destroy, as specified by Covered Entity, all PHI received from, or created or received by the Business Associate in connection with the Agreement, and shall not retain any copies or back-up tapes of such PHI. If return or destruction is not feasible, or the disposition of the PHI has been otherwise agreed to in the Agreement, Business Associate shall continue to extend the protections of the Agreement, to such PHI and limit further uses and disclosures of such PHI to those purposes that make the return or destruction infeasible, for so long as Business

New Hampshire Department of Health and Human Services



Exhibit I

Associate maintains such PHI. If Covered Entity, in its sole discretion, requires that the Business Associate destroy any or all PHI, the Business Associate shall certify to Covered Entity that the PHI has been destroyed.

(4) Obligations of Covered Entity

- a. Covered Entity shall notify Business Associate of any changes or limitation(s) in its Notice of Privacy Practices provided to individuals in accordance with 45 CFR Section 164.520, to the extent that such change or limitation may affect Business Associate's use or disclosure of PHI.
- b. Covered Entity shall promptly notify Business Associate of any changes in, or revocation of permission provided to Covered Entity by individuals whose PHI may be used or disclosed by Business Associate under this Agreement, pursuant to 45 CFR Section 164.506 or 45 CFR Section 164.508.
- c. Covered Entity shall promptly notify Business Associate of any restrictions on the use or disclosure of PHI that Covered Entity has agreed to in accordance with 45 CFR 164.522, to the extent that such restriction may affect Business Associate's use or disclosure of PHI.

(5) Termination for Cause

In addition to Paragraph 10 of the standard terms and conditions (P-37) of this Agreement the Covered Entity may immediately terminate the Agreement upon Covered Entity's knowledge of a breach by Business Associate of the Business Associate Agreement set forth herein as Exhibit I. The Covered Entity may either immediately terminate the Agreement or provide an opportunity for Business Associate to cure the alleged breach within a timeframe specified by Covered Entity. If Covered Entity determines that neither termination nor cure is feasible, Covered Entity shall report the violation to the Secretary.

(6) Miscellaneous

- a. Definitions and Regulatory References. All terms used, but not otherwise defined herein, shall have the same meaning as those terms in the Privacy and Security Rule, amended from time to time. A reference in the Agreement, as amended to include this Exhibit I, to a Section in the Privacy and Security Rule means the Section as in effect or as amended.
- b. Amendment. Covered Entity and Business Associate agree to take such action as is necessary to amend the Agreement, from time to time as is necessary for Covered Entity to comply with the changes in the requirements of HIPAA, the Privacy and Security Rule, and applicable federal and state law.
- c. Data Ownership. The Business Associate acknowledges that it has no ownership rights with respect to the PHI provided by or created on behalf of Covered Entity.
- d. Interpretation. The parties agree that any ambiguity in the Agreement shall be resolved to permit Covered Entity to comply with HIPAA, the Privacy and Security Rule.



New Hampshire Department of Health and Human Services

Exhibit I

- e. Segregation. If any term or condition of this Exhibit I or the application thereof to any person(s) or circumstance is held invalid, such invalidity shall not affect other terms or conditions which can be given effect without the invalid term or condition; to this end the terms and conditions of this Exhibit I are declared severable.
- f. Survival. Provisions in this Exhibit I regarding the use and disclosure of PHI, return or destruction of PHI, extensions of the protections of the Agreement in section (3) i, the defense and indemnification provisions of section (3) e and Paragraph 13 of the standard terms and conditions (P-37), shall survive the termination of the Agreement.

IN WITNESS WHEREOF, the parties hereto have duly executed this Exhibit I.

Department of Health and Human Services
The State

Lori Shibinette
Signature of Authorized Representative

Lori Shibinette
Name of Authorized Representative

CEO - NHH
Title of Authorized Representative

4/3/18
Date

Concord Hospital
Name of the Contractor

Scott W. Sloane
Signature of Authorized Representative

Scott W. Sloane
Name of Authorized Representative

CEO
Title of Authorized Representative

3/29/18
Date



New Hampshire Department of Health and Human Services
Exhibit J

CERTIFICATION REGARDING THE FEDERAL FUNDING ACCOUNTABILITY AND TRANSPARENCY ACT (FFATA) COMPLIANCE

The Federal Funding Accountability and Transparency Act (FFATA) requires prime awardees of individual Federal grants equal to or greater than \$25,000 and awarded on or after October 1, 2010, to report on data related to executive compensation and associated first-tier sub-grants of \$25,000 or more. If the initial award is below \$25,000 but subsequent grant modifications result in a total award equal to or over \$25,000, the award is subject to the FFATA reporting requirements, as of the date of the award.

In accordance with 2 CFR Part 170 (Reporting Subaward and Executive Compensation Information), the Department of Health and Human Services (DHHS) must report the following information for any subaward or contract award subject to the FFATA reporting requirements:

1. Name of entity
2. Amount of award
3. Funding agency
4. NAICS code for contracts / CFDA program number for grants
5. Program source
6. Award title descriptive of the purpose of the funding action.
7. Location of the entity
8. Principle place of performance
9. Unique identifier of the entity (DUNS #)
10. Total compensation and names of the top five executives if:
 - 10.1. More than 80% of annual gross revenues are from the Federal government, and those revenues are greater than \$25M annually and
 - 10.2. Compensation information is not already available through reporting to the SEC.

Prime grant recipients must submit FFATA required data by the end of the month, plus 30 days, in which the award or award amendment is made.

The Contractor identified in Section 1.3 of the General Provisions agrees to comply with the provisions of The Federal Funding Accountability and Transparency Act, Public Law 109-282 and Public Law 110-252, and 2 CFR Part 170 (Reporting Subaward and Executive Compensation Information), and further agrees to have the Contractor's representative, as identified in Sections 1.11 and 1.12 of the General Provisions, execute the following Certification:

The below named Contractor agrees to provide needed information as outlined above to the NH Department of Health and Human Services and to comply with all applicable provisions of the Federal Financial Accountability and Transparency Act:

Contractor Name:

3/29/18
Date

Scott W. Stare
Name: Scott W. Stare
Title: CFO

New Hampshire Department of Health and Human Services
Exhibit J



FORM A

As the Contractor identified in Section 1.3 of the General Provisions, I certify that the responses to the below listed questions are true and accurate.

- The DUNS number for your entity is: 07-3977349
- In your business or organization's preceding completed fiscal year, did your business or organization receive (1) 80 percent or more of your annual gross revenue in U.S. federal contracts, subcontracts, loans, grants, sub-grants, and/or cooperative agreements; and (2) \$25,000,000 or more in annual gross revenues from U.S. federal contracts, subcontracts, loans, grants, subgrants, and/or cooperative agreements?

NO YES

If the answer to #2 above is NO, stop here

If the answer to #2 above is YES, please answer the following:

- Does the public have access to information about the compensation of the executives in your business or organization through periodic reports filed under section 13(a) or 15(d) of the Securities Exchange Act of 1934 (15 U.S.C. 78m(a), 78o(d)) or section 6104 of the Internal Revenue Code of 1986?

NO YES

If the answer to #3 above is YES, stop here

If the answer to #3 above is NO, please answer the following:

- The names and compensation of the five most highly compensated officers in your business or organization are as follows:

Name: _____	Amount: _____

New Hampshire Department of Health and Human Services

Exhibit K

DHHS Information Security Requirements



A. Definitions

The following terms may be reflected and have the described meaning in this document:

1. "Breach" means the loss of control, compromise, unauthorized disclosure, unauthorized acquisition, unauthorized access, or any similar term referring to situations where persons other than authorized users and for an other than authorized purpose have access or potential access to personally identifiable information, whether physical or electronic. With regard to Protected Health Information, "Breach" shall have the same meaning as the term "Breach" in section 164.402 of Title 45, Code of Federal Regulations.
2. "Computer Security Incident" shall have the same meaning "Computer Security Incident" in section two (2) of NIST Publication 800-61, Computer Security Incident Handling Guide, National Institute of Standards and Technology, U.S. Department of Commerce.
3. "Confidential Information" or "Confidential Data" means all confidential information disclosed by one party to the other such as all medical, health, financial, public assistance benefits and personal information including without limitation, Substance Abuse Treatment Records, Case Records, Protected Health Information and Personally Identifiable Information.

Confidential Information also includes any and all information owned or managed by the State of NH - created, received from or on behalf of the Department of Health and Human Services (DHHS) or accessed in the course of performing contracted services - of which collection, disclosure, protection, and disposition is governed by state or federal law or regulation. This information includes, but is not limited to Protected Health Information (PHI), Personal Information (PI), Personal Financial Information (PFI), Federal Tax Information (FTI), Social Security Numbers (SSN), Payment Card Industry (PCI), and or other sensitive and confidential information.

4. "End User" means any person or entity (e.g., contractor, contractor's employee, business associate, subcontractor, other downstream user, etc.) that receives DHHS data or derivative data in accordance with the terms of this Contract.
5. "HIPAA" means the Health Insurance Portability and Accountability Act of 1996 and the regulations promulgated thereunder.
6. "Incident" means an act that potentially violates an explicit or implied security policy, which includes attempts (either failed or successful) to gain unauthorized access to a system or its data, unwanted disruption or denial of service, the unauthorized use of a system for the processing or storage of data; and changes to system hardware, firmware, or software characteristics without the owner's knowledge, instruction, or

New Hampshire Department of Health and Human Services

Exhibit K



DHHS Information Security Requirements

consent. Incidents include the loss of data through theft or device misplacement, loss or misplacement of hardcopy documents, and misrouting of physical or electronic mail, all of which may have the potential to put the data at risk of unauthorized access, use, disclosure, modification or destruction.

7. "Open Wireless Network" means any network or segment of a network that is not designated by the State of New Hampshire's Department of Information Technology or delegate as a protected network (designed, tested, and approved, by means of the State, to transmit) will be considered an open network and not adequately secure for the transmission of unencrypted PI, PFI, PHI or confidential DHHS data.
8. "Personal Information" (or "PI") means information which can be used to distinguish or trace an individual's identity, such as their name, social security number, personal information as defined in New Hampshire RSA 359-C:19, biometric records, etc., alone, or when combined with other personal or identifying information which is linked or linkable to a specific individual, such as date and place of birth, mother's maiden name, etc.
9. "Privacy Rule" shall mean the Standards for Privacy of Individually Identifiable Health Information at 45 C.F.R. Parts 160 and 164, promulgated under HIPAA by the United States Department of Health and Human Services.
10. "Protected Health Information" (or "PHI") has the same meaning as provided in the definition of "Protected Health Information" in the HIPAA Privacy Rule at 45 C.F.R. § 160.103.
11. "Security Rule" shall mean the Security Standards for the Protection of Electronic Protected Health Information at 45 C.F.R. Part 164, Subpart C, and amendments thereto.
12. "Unsecured Protected Health Information" means Protected Health Information that is not secured by a technology standard that renders Protected Health Information unusable, unreadable, or indecipherable to unauthorized individuals and is developed or endorsed by a standards developing organization that is accredited by the American National Standards Institute.

I. RESPONSIBILITIES OF DHHS AND THE CONTRACTOR

A. Business Use and Disclosure of Confidential Information.

1. The Contractor must not use, disclose, maintain or transmit Confidential Information except as reasonably necessary as outlined under this Contract. Further, Contractor, including but not limited to all its directors, officers, employees and agents, must not

New Hampshire Department of Health and Human Services

Exhibit K

DHHS Information Security Requirements



use, disclose, maintain or transmit PHI in any manner that would constitute a violation of the Privacy and Security Rule.

2. The Contractor must not disclose any Confidential Information in response to a request for disclosure on the basis that it is required by law, in response to a subpoena, etc., without first notifying DHHS so that DHHS has an opportunity to consent or object to the disclosure.
3. If DHHS notifies the Contractor that DHHS has agreed to be bound by additional restrictions over and above those uses or disclosures or security safeguards of PHI pursuant to the Privacy and Security Rule, the Contractor must be bound by such additional restrictions and must not disclose PHI in violation of such additional restrictions and must abide by any additional security safeguards.
4. The Contractor agrees that DHHS Data or derivative there from disclosed to an End User must only be used pursuant to the terms of this Contract.
5. The Contractor agrees DHHS Data obtained under this Contract may not be used for any other purposes that are not indicated in this Contract.
6. The Contractor agrees to grant access to the data to the authorized representatives of DHHS for the purpose of inspecting to confirm compliance with the terms of this Contract.

II. METHODS OF SECURE TRANSMISSION OF DATA

1. Application Encryption. If End User is transmitting DHHS data containing Confidential Data between applications, the Contractor attests the applications have been evaluated by an expert knowledgeable in cyber security and that said application's encryption capabilities ensure secure transmission via the internet.
2. Computer Disks and Portable Storage Devices. End User may not use computer disks or portable storage devices, such as a thumb drive, as a method of transmitting DHHS data.
3. Encrypted Email. End User may only employ email to transmit Confidential Data if email is encrypted and being sent to and being received by email addresses of persons authorized to receive such information.
4. Encrypted Web Site. If End User is employing the Web to transmit Confidential Data, the secure socket layers (SSL) must be used and the web site must be secure. SSL encrypts data transmitted via a Web site.
5. File Hosting Services, also known as File Sharing Sites. End User may not use file hosting services, such as Dropbox or Google Cloud Storage, to transmit Confidential Data.
6. Ground Mail Service. End User may only transmit Confidential Data via certified ground mail within the continental U.S. and when sent to a named individual.

New Hampshire Department of Health and Human Services

Exhibit K

DHHS Information Security Requirements



7. Laptops and PDA. If End User is employing portable devices to transmit Confidential Data said devices must be encrypted and password-protected.
8. Open Wireless Networks. End User may not transmit Confidential Data via an open wireless network. End User must employ a virtual private network (VPN) when remotely transmitting via an open wireless network.
9. Remote User Communication. If End User is employing remote communication to access or transmit Confidential Data, a virtual private network (VPN) must be installed on the End User's mobile device(s) or laptop from which information will be transmitted or accessed.
10. SSH File Transfer Protocol (SFTP), also known as Secure File Transfer Protocol. If End User is employing an SFTP to transmit Confidential Data, End User will structure the Folder and access privileges to prevent inappropriate disclosure of information. SFTP folders and sub-folders used for transmitting Confidential Data will be coded for 24-hour auto-deletion cycle (i.e. Confidential Data will be deleted every 24 hours).
11. Wireless Devices. If End User is transmitting Confidential Data via wireless devices, all data must be encrypted to prevent inappropriate disclosure of information.

III. RETENTION AND DISPOSITION OF IDENTIFIABLE RECORDS

The Contractor will only retain the data and any derivative of the data for the duration of this Contract. After such time, the Contractor will have 30 days to destroy the data and any derivative in whatever form it may exist, unless otherwise required by law or permitted under this Contract. To this end, the parties must:

A. Retention

1. The Contractor agrees it will not store, transfer or process data collected in connection with the services rendered under this Contract outside of the United States. This physical location requirement shall also apply in the implementation of cloud computing, cloud service or cloud storage capabilities, and includes backup data and Disaster Recovery locations.
2. The Contractor agrees to ensure proper security monitoring capabilities are in place to detect potential security events that can impact State of NH systems and/or Department confidential information for contractor provided systems.
3. The Contractor agrees to provide security awareness and education for its End Users in support of protecting Department confidential information.
4. The Contractor agrees to retain all electronic and hard copies of Confidential Data in a secure location and identified in section IV. A.2

New Hampshire Department of Health and Human Services

Exhibit K

DHHS Information Security Requirements



5. The Contractor agrees Confidential Data stored in a Cloud must be in a FedRAMP/HITECH compliant solution and comply with all applicable statutes and regulations regarding the privacy and security. All servers and devices must have currently-supported and hardened operating systems, the latest anti-viral, anti-hacker, anti-spam, anti-spyware, and anti-malware utilities. The environment, as a whole, must have aggressive intrusion-detection and firewall protection.
6. The Contractor agrees to and ensures its complete cooperation with the State's Chief Information Officer in the detection of any security vulnerability of the hosting infrastructure.

B. Disposition.

1. If the Contractor will maintain any Confidential Information on its systems (or its sub-contractor systems), the Contractor will maintain a documented process for securely disposing of such data upon request or contract termination; and will obtain written certification for any State of New Hampshire data destroyed by the Contractor or any subcontractors as a part of ongoing, emergency, and or disaster recovery operations. When no longer in use, electronic media containing State of New Hampshire data shall be rendered unrecoverable via a secure wipe program in accordance with industry-accepted standards for secure deletion and media sanitization, or otherwise physically destroying the media (for example, degaussing) as described in NIST Special Publication 800-88, Rev 1, Guidelines for Media Sanitization, National Institute of Standards and Technology, U. S. Department of Commerce. The Contractor will document and certify in writing at time of the data destruction, and will provide written certification to the Department upon request. The written certification will include all details necessary to demonstrate data has been properly destroyed and validated. Where applicable, regulatory and professional standards for retention requirements will be jointly evaluated by the State and Contractor prior to destruction.
2. Unless otherwise specified, within thirty (30) days of the termination of this Contract, Contractor agrees to destroy all hard copies of Confidential Data using a secure method such as shredding.
3. Unless otherwise specified, within thirty (30) days of the termination of this Contract, Contractor agrees to completely destroy all electronic Confidential Data by means of data erasure, also known as secure data wiping.

IV. PROCEDURES FOR SECURITY

- A. Contractor agrees to safeguard the DHHS Data received under this Contract, and any derivative data or files, as follows:

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New Hampshire Department of Health and Human Services

Exhibit K

DHHS Information Security Requirements



1. The Contractor will maintain proper security controls to protect Department confidential information collected, processed, managed, and/or stored in the delivery of contracted services.
2. The Contractor will maintain policies and procedures to protect Department confidential information throughout the information lifecycle, where applicable, (from creation, transformation, use, storage and secure destruction) regardless of the media used to store the data (i.e., tape, disk, paper, etc.).
3. The Contractor will maintain appropriate authentication and access controls to contractor systems that collect, transmit, or store Department confidential information where applicable.
4. The Contractor will ensure proper security monitoring capabilities are in place to detect potential security events that can impact State of NH systems and/or Department confidential information for contractor provided systems.
5. The Contractor will provide regular security awareness and education for its End Users in support of protecting Department confidential information.
6. If the Contractor will be sub-contracting any core functions of the engagement supporting the services for State of New Hampshire, the Contractor will maintain a program of an internal process or processes that defines specific security expectations, and monitoring compliance to security requirements that at a minimum match those for the Contractor, including breach notification requirements.
7. The Contractor will work with the Department to sign and comply with all applicable State of New Hampshire and Department system access and authorization policies and procedures, systems access forms, and computer use agreements as part of obtaining and maintaining access to any Department system(s). Agreements will be completed and signed by the Contractor and any applicable sub-contractors prior to system access being authorized.
8. If the Department determines the Contractor is a Business Associate pursuant to 45 CFR 160.103, the Contractor will execute a HIPAA Business Associate Agreement (BAA) with the Department and is responsible for maintaining compliance with the agreement.
9. The Contractor will work with the Department at its request to complete a System Management Survey. The purpose of the survey is to enable the Department and Contractor to monitor for any changes in risks, threats, and vulnerabilities that may occur over the life of the Contractor engagement. The survey will be completed annually, or an alternate time frame at the Departments discretion with agreement by the Contractor, or the Department may request the survey be completed when the

New Hampshire Department of Health and Human Services

Exhibit K

DHHS Information Security Requirements



scope of the engagement between the Department and the Contractor changes.

10. The Contractor will not store, knowingly or unknowingly, any State of New Hampshire or Department data offshore or outside the boundaries of the United States unless prior express-written consent is obtained from the Information Security Office leadership member within the Department.
11. **Data Security Breach Liability.** In the event of any security breach Contractor shall make efforts to investigate the causes of the breach, promptly take measures to prevent future breach and minimize any damage or loss resulting from the breach. The State shall recover from the Contractor all costs of response and recovery from the breach, including but not limited to: credit monitoring services, mailing costs and costs associated with website and telephone call center services necessary due to the breach.
12. Contractor must, comply with all applicable statutes and regulations regarding the privacy and security of Confidential Information, and must in all other respects maintain the privacy and security of PI and PHI at a level and scope that is not less than the level and scope of requirements applicable to federal agencies, including, but not limited to, provisions of the Privacy Act of 1974 (5 U.S.C. § 552a), DHHS Privacy Act Regulations (45 C.F.R. §5b), HIPAA Privacy and Security Rules (45 C.F.R. Parts 160 and 164) that govern protections for individually identifiable health information and as applicable under State law.
13. Contractor agrees to establish and maintain appropriate administrative, technical, and physical safeguards to protect the confidentiality of the Confidential Data and to prevent unauthorized use or access to it. The safeguards must provide a level and scope of security that is not less than the level and scope of security requirements established by the State of New Hampshire, Department of Information Technology. Refer to Vendor Resources/Procurement at <https://www.nh.gov/doit/vendor/index.htm> for the Department of Information Technology policies, guidelines, standards, and procurement information relating to vendors.
14. Contractor agrees to maintain a documented breach notification and incident response process. The Contractor will notify the State's Privacy Officer, and additional email addresses provided in this section, of any security breach within two (2) hours of the time that the Contractor learns of its occurrence. This includes a confidential information breach, computer security incident, or suspected breach which affects or includes any State of New Hampshire systems that connect to the State of New Hampshire network.
15. Contractor must restrict access to the Confidential Data obtained under this Contract to only those authorized End Users who need such DHHS Data to perform their official duties in connection with purposes identified in this Contract.
16. The Contractor must ensure that all End Users:

New Hampshire Department of Health and Human Services

Exhibit K.

DHHS Information Security Requirements



- a. comply with such safeguards as referenced in Section IV A. above, implemented to protect Confidential Information that is furnished by DHHS under this Contract from loss, theft or inadvertent disclosure.
- b. safeguard this information at all times.
- c. ensure that laptops and other electronic devices/media containing PHI, PI, or PFI are encrypted and password-protected.
- d. send emails containing Confidential Information only if encrypted and being sent to and being received by email addresses of persons authorized to receive such information.
- e. limit disclosure of the Confidential Information to the extent permitted by law.
- f. Confidential Information received under this Contract and individually identifiable data derived from DHHS Data, must be stored in an area that is physically and technologically secure from access by unauthorized persons during duty hours as well as non-duty hours (e.g., door locks, card keys, biometric identifiers, etc.).
- g. only authorized End Users may transmit the Confidential Data, including any derivative files containing personally identifiable information, and in all cases, such data must be encrypted at all times when in transit, at rest, or when stored on portable media as required in section IV above.
- h. in all other instances Confidential Data must be maintained, used and disclosed using appropriate safeguards, as determined by a risk-based assessment of the circumstances involved.
- i. understand that their user credentials (user-name and password) must not be shared with anyone. End Users will keep their credential information secure. This applies to credentials used to access the site directly or indirectly through a third party application.

Contractor is responsible for oversight and compliance of their End Users. DHHS reserves the right to conduct onsite inspections to monitor compliance with this Contract, including the privacy and security requirements provided in herein, HIPAA, and other applicable laws and Federal regulations until such time the Confidential Data is disposed of in accordance with this Contract.

V. LOSS REPORTING

The Contractor must notify the State's Privacy Officer, Information Security Office and Program Manager of any Security Incidents and Breaches within two (2) hours of the time that the Contractor learns of their occurrence.

New Hampshire Department of Health and Human Services

Exhibit K

DHHS Information Security Requirements



The Contractor must further handle and report Incidents and Breaches involving PHI in accordance with the agency's documented Incident Handling and Breach Notification procedures and in accordance with 42 C.F.R. §§ 431.300 - 306. In addition to, and notwithstanding, Contractor's compliance with all applicable obligations and procedures, Contractor's procedures must also address how the Contractor will:

1. Identify Incidents;
2. Determine if personally identifiable information is involved in Incidents;
3. Report suspected or confirmed Incidents as required in this Exhibit or P-37;
4. Identify and convene a core response group to determine the risk level of Incidents and determine risk-based responses to Incidents; and
5. Determine whether Breach notification is required, and, if so, identify appropriate Breach notification methods, timing, source, and contents from among different options; and bear costs associated with the Breach notice as well as any mitigation measures.

Incidents and/or Breaches that implicate PI must be addressed and reported, as applicable, in accordance with NH RSA 359-C:20.

VI. PERSONS TO CONTACT

A. DHHS contact program and policy:

(Insert Office or Program Name)

(Insert Title)

DHHS-Contracts@dhhs.nh.gov

B. DHHS contact for Data Management or Data Exchange issues:

DHHSInformationSecurityOffice@dhhs.nh.gov

C. DHHS contacts for Privacy issues:

DHHSPrivacyOfficer@dhhs.nh.gov

D. DHHS contact for Information Security issues:

DHHSInformationSecurityOffice@dhhs.nh.gov

E. DHHS contact for Breach notifications:

DHHSInformationSecurityOffice@dhhs.nh.gov

DHHSPrivacyOfficer@dhhs.nh.gov