

ePrescribing Vendor Assessment Tool

Instructions:

This tool allows you to assess the importance of ePrescribing system attributes to your office and the capability of different vendors to meet these needs. Completing the assessment questions will provide a comprehensive analysis of the ePrescribing vendors under consideration, allowing your practice to make an informed decision regarding adoption of an ePrescribing solution.

The questions may not apply to all vendors and may require vendor interviews or in-depth demonstrations to complete.

While there is no right way to use this assessment tool, you might benefit by having several members of your office complete the scoring independently. The results should then be compared and discussed as a group.

Use the blank attribute rows to fill in attributes of specific interest to your office.

For each of the attributes assign an Office Rating value between 1-4 as follows:

- 1= relatively unimportant
- 2= somewhat unimportant
- 3=moderately important
- 4=very important

For each vendor assign each of the attributes a value between 1-4 as follows:

- 1= not acceptable
- 2= minimally acceptable
- 3=acceptable
- 4=more than acceptable

After completing the analysis the scores are automatically calculated on the "Vendor Assessment Scoring" tab.

For each attribute, provide an office rating (1-4) regarding the importance of the attribute. Then rate each vendor's capability to meet that need (1-4).

Office Rating		Vendor capability	
relatively unimportant	1	not acceptable	1
somewhat important	2	minimally acceptable	2
moderately important	3	acceptable	3
very important	4	more than acceptable	4

SYSTEM CAPABILITIES	ePrescribing System Alternatives						
	Office Rating	Vendor 1	Vendor 2	Vendor 3	Vendor 4	Vendor 5	Vendor 6
User/Process Functionality							
Attribute		System Attribute Capability Rating					
Scheduling interface or module							
Allows charge capture							
Provides diagnosis with eRx							
Links to other sources of patient demographic data							
Allows for creation of favorite sig list							
Allows for creation of favorite meds list							
Allows creation and printing of customized patient information							
Prompts prescriber with special monitoring parameters							
Allows for drug-pregnancy/lactation check							
System can send prescription to 2 locations (mail order and retail)							
Allows searching for medications using brand or generic names							
[enter additional attribute here]							
[enter additional attribute here]							
[enter additional attribute here]							
TECHNICAL FUNCTIONALITY	Office Rating	Vendor 1	Vendor 2	Vendor 3	Vendor 4	Vendor 5	Vendor 6
Attribute		System Attribute Capability Ranking					
Real-time clinical checks							
Can identify users and track system usage							
Supports wireless access							
Has favorable system performance times							
Supports multiple office locations							
Patient eligibility and formulary checks							
Patient medication history from PBM claims							
Patient medication history from retail pharmacies							
Electronic renewals to retail and mail order pharmacies							
Supports e-prescribing of controlled substances							
Can print a "receipt" for patients							
[enter additional attribute here]							
[enter additional attribute here]							
[enter additional attribute here]							
INTERFACES	Office Rating	Vendor 1	Vendor 2	Vendor 3	Vendor 4	Vendor 5	Vendor 6
Attribute		System Attribute Capability Ranking					
Has existing interface with my PMS/EMR							
The interface can extract the necessary information from the PMS/EMR							
Separate charge for the patient data extraction or link?							
[enter additional attribute here]							
[enter additional attribute here]							
[enter additional attribute here]							
Security	Office Rating	Vendor 1	Vendor 2	Vendor 3	Vendor 4	Vendor 5	Vendor 6
Attribute		System Attribute Capability Ranking					
Favorable application security							
Offers system timeout with non-use							
Favorable transaction security							
[enter additional attribute here]							
[enter additional attribute here]							
[enter additional attribute here]							
Reporting	Office Rating	Vendor 1	Vendor 2	Vendor 3	Vendor 4	Vendor 5	Vendor 6
Attribute		System Attribute Capability Ranking					
System provides multiple reporting options							
Provides usage reporting for all users							
[enter additional attribute here]							
[enter additional attribute here]							
[enter additional attribute here]							

Regulatory Compliance	Office Rating	Vendor 1	Vendor 2	Vendor 3	Vendor 4	Vendor 5	Vendor 6
Attribute		System Attribute Capability Ranking					
Meets HIPAA requirements							
Is Surescripts certified							
Handles Schedule II-IV drugs appropriately							
Is CCHIT certified							
Meets ARRA modular certification requirements for Meaningful Use							
Meets MIPPA system requirements							
[enter additional attribute here]							
[enter additional attribute here]							
[enter additional attribute here]							
SCALABILITY	Office Rating	Vendor 1	Vendor 2	Vendor 3	Vendor 4	Vendor 5	Vendor 6
Attribute		System Attribute Capability Ranking					
Supports adequate number of prescribers or other roles							
Supports multiple office sites adequately							
Can easily link/interface to multiple EMR/EHRs							
[enter additional attribute here]							
[enter additional attribute here]							
[enter additional attribute here]							
PORTABILITY	Office Rating	Vendor 1	Vendor 2	Vendor 3	Vendor 4	Vendor 5	Vendor 6
Attribute		System Attribute Capability Ranking					
Supports wireless access via PDA or smartphone							
Supports other wireless platforms							
Supports tablet PC access							
Allows for secure Internet access anywhere from PC							
Supports printing from portable device (PDA)							
[enter additional attribute here]							
[enter additional attribute here]							
[enter additional attribute here]							

For each attribute, provide an office rating (1-4) regarding the importance of the attribute. Then rate each vendor's capability to meet that need (1-4).

<u>Office Rating</u>		<u>Vendor capability</u>	
relatively unimportant	1	not acceptable	1
somewhat important	2	minimally acceptable	2
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very important	4	more than acceptable	4

IMPLEMENTATION REQUIREMENTS		ePrescribing System Alternatives					
	Office Rating	Vendor 1	Vendor 2	Vendor 3	Vendor 4	Vendor 5	Vendor 6
Hardware & Infrastructure							
Attribute		System Attribute Capability Rating					
System is platform independent							
Available as wireless environment							
Vendor provides wireless implementation support or referral							
Provides patient medication history (internal and external to office)							
[enter additional attribute here]							
[enter additional attribute here]							
[enter additional attribute here]							
Installation Experience	Office Rating	Vendor 1	Vendor 2	Vendor 3	Vendor 4	Vendor 5	Vendor 6
Attribute		System Attribute Capability Ranking					
Vendor has favorable number of installations (including local)							
Acceptable vendor support during installation							
Vendor provides appropriate level of implementation consultation to assist with process flows and change management issues.							
Implementation plans/timeline meets desired criteria							
Vendor can provide recent local references							
[enter additional attribute here]							
[enter additional attribute here]							
[enter additional attribute here]							
Technical Expertise	Office Rating	Vendor 1	Vendor 2	Vendor 3	Vendor 4	Vendor 5	Vendor 6
Attribute		System Attribute Capability Ranking					
Vendor technical expertise is viewed favorably by references							
Has appropriate numbers local installation and support staff							
Installation and support staff are employees of Vendor (not contracted)							
[enter additional attribute here]							
[enter additional attribute here]							
[enter additional attribute here]							
Project Management	Office Rating	Vendor 1	Vendor 2	Vendor 3	Vendor 4	Vendor 5	Vendor 6
Attribute		System Attribute Capability Ranking					
Testing plan meets desired schedule							
Testing plan verifies system specifications							
Favorable testing plan of equipment, software, network & interfaces							
Vendor does not provide project management services							
[enter additional attribute here]							
[enter additional attribute here]							
[enter additional attribute here]							
Education & Training	Office Rating	Vendor 1	Vendor 2	Vendor 3	Vendor 4	Vendor 5	Vendor 6
Attribute		System Attribute Capability Ranking					
Vendor provides adequate training for all physicians and staff							
Location of training is favorable							
Re-training offered if necessary for some staff/physicians							
Computer assessment offered for baseline skills assessment							
Both in-person and remote training options offered							
[enter additional attribute here]							
[enter additional attribute here]							
[enter additional attribute here]							
On-going Education & Training	Office Rating	Vendor 1	Vendor 2	Vendor 3	Vendor 4	Vendor 5	Vendor 6
Attribute		System Attribute Capability Ranking					
Vendor demonstrates continual effort for training and education							
Location of training is favorable							
[enter additional attribute here]							
[enter additional attribute here]							
[enter additional attribute here]							

For each attribute, provide an office rating (1-4) regarding the importance of the attribute. Then rate each vendor's capability to meet that need (1-4).

Office Rating		Vendor cabability	
relatively unimportant	1	not acceptable	1
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DECISION ECONOMICS		ePrescribing System Alternatives					
	Office Rating	Vendor 1	Vendor 2	Vendor 3	Vendor 4	Vendor 5	Vendor 6
Financial Analysis							
Attribute		System Attribute Capability Rating					
Ability to minimize additional hardware/software infrastructure requirements							
Favorable on-going support and maintenance costs							
Favorable implementation costs							
Favorable software costs							
Favorable hardware costs							
Favorable initial data extraction/upload fee							
Favorable interface fee							
Favorable additional training fee							
Provides usage data from the system for no fee in standard format							
[enter additional attribute here]							
[enter additional attribute here]							
[enter additional attribute here]							
Strategic Investment & Platform Reuse	Office Rating	Vendor 1	Vendor 2	Vendor 3	Vendor 4	Vendor 5	Vendor 6
Attribute		System Attribute Capability Ranking					
Ability to use the hardware for PMS or EMR access							
Ability to use internet/broadband for other office uses							
[enter additional attribute here]							
[enter additional attribute here]							
[enter additional attribute here]							
On-going Costs	Office Rating	Vendor 1	Vendor 2	Vendor 3	Vendor 4	Vendor 5	Vendor 6
Attribute		System Attribute Capability Ranking					
Favorable costs per prescriber per year (after year 1)							
Favorable PDA replacement costs							
[enter additional attribute here]							
[enter additional attribute here]							
[enter additional attribute here]							
Post Sales Support	Office Rating	Vendor 1	Vendor 2	Vendor 3	Vendor 4	Vendor 5	Vendor 6
Attribute		System Attribute Capability Rating					
Vendor will provide service/support log							
Vendor has favorable service/support hours and service levels							
Vendor indicates a willingness to meet the needs of the product							
[enter additional attribute here]							
[enter additional attribute here]							
[enter additional attribute here]							

OVERALL SCORING	ePrescribing System Alternatives						Maximum Score
	Vendor 1	Vendor 2	Vendor 3	Vendor 4	Vendor 5	Vendor 6	
System Capabilities	-	-	-	-	-	-	1,088
Implementation	-	-	-	-	-	-	656
Decision Economics	-	-	-	-	-	-	448
Total Score	Assessment Overall Scoring						2,192

NOTE: Maximum vendor overall score without any additional attribute rows = 2,192

Scoring Interpretation: The vendor score is the total of each attribute score multiplied by the importance of the attribute to your office (office rating). Generally, the vendor with the highest score is the most capable of meeting your offices' needs for ePrescribing.

Should you have multiple persons from within your office scoring the vendors, schedule time to compare and discuss results. This will allow all stakeholders to discuss their interpretations of vendor scores and reach consensus on a decision.

If the vendor scores are very close, it might be worthwhile to schedule a second demonstration among the "finalists" and repeat use of this tool for those vendors.