

Perfusion Vendor Criteria-Based Evaluation

Date Reviewed: January 1, 2010

I. Purpose:

To provide an objective means by which hospital administrators can evaluate quality and cost of services offered by different perfusion service corporations.

II. Instructions for Completion:

- A. There are five (5) categories by which the perfusion service vendors will be evaluated.
- B. Each category contains a list of criteria relating to the specific heading under which it is found.
- C. Each criterion will be awarded a grade according to the following system:

Grade = 5 = 100%	(always complies)	=	Excellent
Grade = 4 = >75%	(compliant)	=	Good
Grade = 3 = >50%	(compliant)	=	Average
Grade = 2 = >25%	(compliant)	=	Marginal
Grade = 1 = <25%	(non-compliant)	=	Poor
Grade = 0 = 0%	(not applicable)	=	N/A
- D. Grades awarded to the specific criteria will be totaled and averaged for each category.
- E. The Mean Grades from each category will be added to yield a Total Mean Grade (with 25 being the highest possible Total Mean Grade).
- F. The Total Mean Grade will be divided by five (5) to yield Final Grade which should be represented as a percentage score (0-100%).
- G. The perfusion service vendor with the highest Final Grade should be the logical choice for the contract award.

	CRITERIA	DESCRIPTION	SCORE (5 = Highest, 0=Lowest)
I.	Scope of Services (Vendor provides all services required under Request for Proposal - RFP)	1. Perfusion Services	
		2. Autotransfusion Services	
		3. Platelet Therapy	
		4. Plasmapheresis	
		5. Capital equipment sales	
		6. Ventricular Assist / IABP	
		7. Equipment service and preventative maintenance	
		8. Disposable equipment sales / EDI capability	
		9. Backup Personnel Available	
		10. Lab Services / Point of Care Testing	
		Mean Grade / 10:	
II.	Compliance Documentation (Vendor is able to demonstrate compliance measure and documentation)	1. Scope and quality of Policy and Procedure Manual	
		2. Signed physician preference forms for standing orders	
		3. Documentation of Continuous Quality Improvement (CQI) program	
		4. Quality of CQI reports	
		5. Documentation of regulatory compliance	
		6. Completeness of credentialing records / credentialing system	
		7. Patient safety and risk management system	
		8. Joint Commission certified / other certifications	
		9. Insurance policy, coverage and limits	
		Mean Grade / 9:	
III.	Cost of Services (Total cost of services and supplies provided by vendor)	1. Cost of each service on a procedural basis	
		2. Vendor should be able to provide an estimated annual cost for all services provided	
		3. Cost of perfusion supplies and hardware	
		Mean Grade / 3:	
IV.	Quality of Services and Staff (Quality of Services and Staff provided by vendor)	1. Credentials of management team	
		2. Awards, achievements and recognition	
		3. Company references (vendor should supply at least 10 reference letters)	
		4. Reputation of vendor	
		5. Financial stability of vendor (No bankruptcy filings)	
		6. Publications and literature	
		7. Employee retention, experience and consistency	
		Mean Grade / 7:	
V.	Value-Added Services (Extra or Value-Added services offered by vendor)	1. Data management and reporting	
		2. Blood management program	
		3. In-service presentations for nursing and other hospital staff	
		4. Electronic charting option available	
		5. Continuing education for staff	
		6. Professional development program	
		7. Other valued-added services	
		Mean Grade / 7:	
Total Mean Grade :			
FINAL GRADE (Total Mean Grade / 5) :			%