

FAU College of Medicine Medical Billing and Credentialing Services

Oct 5th 2026, 5:00PM EDT - Nov 2nd 2026, 5:00PM EST

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Project Details

Project	FAU College of Medicine Medical Billing and Credentialing Services
Ref. #	2027-ITN-0008-AK
Type	ITN
Description	The Contractor shall provide comprehensive medical billing, revenue cycle management (RCM), payer enrollment, and provider credentialing services to support the efficient and compliant operation of FAU Medical Group.
Open Date	Oct 5th 2026, 5:00PM EDT
Questions Due Date	Oct 19th 2026, 5:00PM EDT
Close Date	Nov 2nd 2026, 5:00PM EST

Events

Event Name	Duration	Description
Open Date	Oct 5th 2026, 5:00PM EDT	Posting date for the Opportunity
Questions Due Date	Oct 19th 2026, 5:00PM EDT	Deadline to submit Questions
Close Date	Nov 2nd 2026, 5:00PM EST	Deadline for Submissions

1. Prerequisites

1.1 ITN Conditions

The following Prerequisites are required and must be accepted by the proposed Bidder:

1. **EXECUTION** **OF**
PROPOSAL: All responses must be submitted using the Florida Atlantic University ("FAU" or "University") electronic sourcing system. All costs associated with responding to this ITN are the sole responsibility of the Proposer.
2. **DISPOSITION OF PROPOSALS:** All proposals become the property of Florida Atlantic University. The University shall have the right to use all ideas, and/or adaptations of those ideas, contained in any proposal received in response to this ITN.
3. **TAXES:** FAU is a public body corporate of the State of Florida and does not pay Federal Excise and Sales taxes on direct purchases of goods and services.
4. **MISTAKES:** Proposers are expected to examine the conditions, scope of work, proposal prices, extensions and all instructions pertaining to the goods and services involved. Failure to do so will be at the Proposer's risk. Proposers must check their response for any errors and state any applicable discount(s) in the proposal.
5. **CONFLICTS** **OF** **INTEREST:**
All individuals participating in this procurement process are bound by the Florida Code of Ethics for Public Employees, Chapter 112, F.S. and FAU Regulation 5.011, University Ethics. All proposers must disclose with their proposal the name of any officer, director, or agent who is also an employee of the University. Further, all Proposers must disclose the name of any University employee who owns, directly or indirectly, an interest of five percent (5%) or more in the Proposer's firm or any of its branches.
6. **BID OPENING:** Shall be public, on the date and at the time specified. It is the bidder's responsibility to assure that his bid is posted at the proper time. A bid may not be altered after the closing dates.
7. **WITHDRAWAL/AWARDS:** As the best interest of the University may require, the University expressly reserves the right at any time and for any reason to cancel this Invitation to Negotiate (ITN) or reject any and all bids or waive any minor irregularity or technicality in bids received. The University shall bear no responsibility or liability for any damages or costs associated therewith. Bidders are cautioned to make no assumptions unless their bid has been evaluated as being responsive.
8. **NOT AN OFFER OF PURCHASE:** This solicitation is not an offer of purchase. Statements and information contained within this document should not be construed as binding on the University in any way. All terms and conditions are subject to further interpretation and modification by FAU through the issuance of written addenda. The University has made its best efforts to define existing requirements. This solicitation is a request for information to assist the University in making an acquisition decision and enter into an agreement with the successful Bidder(s) for the effort outlined herein. This solicitation is neither a commitment nor a guarantee of business volume or revenue to the Bidders. No FAU personnel are authorized to make a commitment, either verbally or in writing, until the contracting process has been completed and a written agreement/Purchase Order is provided to the successful firm signed by an authorized FAU signatory.
9. **INTERPRETATIONS:** Any questions concerning conditions and specifications shall be directed in writing using the Q&A section of this electronic sourcing system by the date indicated within this ITN. Questions received after this time may not be answered prior to the opening of proposals and requests to extend the opening date in order to address questions may not be honored subject to the sole discretion of FAU.
10. **DISPUTES:** Any person protesting a specification must timely file a Notice of Intent to Protest with the University within 72 hours of the University's electronic posting of the specification that is being protested. Failure to timely file a Notice of Intent to Protest within 72 hours of the posting of the specification shall constitute a waiver of the right to protest proceedings related to that specification.
11. **INFORMATION:** Information, including all postings referred to in this ITN, will be posted electronically on the FAU Purchasing website: <https://www.fau.edu/procurement/bid-info/>. At all times it shall remain the responsibility of the proposer to check the website for postings of addenda, short lists, and award decisions. No further notice will be given.
12. **AMENDMENTS:** Amendments may be issued within the FAU electronic sourcing system prior to the proposal closing, which may modify, supplement or interpret any portion of this ITN. No verbal or written information from other sources are authorized as representing the University.
13. **NOTICE OF BID PROTEST BONDING REQUIREMENT:** Any entity filing an action protesting a decision or intended decision to a competitive solicitation pursuant to Board of Governors' Regulation 18.002 shall, at the time of filing of the formal protest, post with the University, a bond prescribed by Board of Governors' Regulation 18.003. FAILURE TO FILE THE PROPER BOND AT THE TIME OF FILING THE FORMAL PROTEST WILL RESULT IN A DENIAL OF THE PROTEST.
14. **PERMITS AND LICENSES:** The Proposer shall be responsible to obtain and maintain, at its sole cost and expenses, all necessary permits and licenses to comply with all federal, state, and local statutes, rules and regulations, and all University regulations, standards and policies.
15. **PUBLIC RECORDS:** Any material submitted in response to this ITN will become a public document pursuant to Section 119.07, F.S. This includes material that the responding Proposer might consider to be confidential or a trade secret. Any claim of confidentiality is waived upon submission, effective after opening pursuant to Section 119.07, F.S.
16. **AS SPECIFIED:** All materials and services proposed must meet the specifications stated herein.

17. **PROFESSIONAL CONDUCT:** All persons must govern their conduct in a professional business manner. Sexual harassment, discrimination and/or any other behavior considered unprofessional, disruptive or not conducive to the University environment or in violation of University regulations or policies will not be tolerated. Any person participating in unacceptable activities will not be allowed to continue in the solicitation process.
18. **PUBLIC ENTITY CRIME LAW:** The University shall not accept a competitive solicitation from or purchase commodities or contractual services from a person or affiliate who has been convicted of a public entity crime and has been placed on the State of Florida's convicted Supplier list for a period of 36 months from the date of being added to the convicted Supplier list.
19. **EQUAL OPPORTUNITY STATEMENT:** FAU is committed to equal opportunity practices, which conform to both the spirit and the letter of all laws against discrimination, and is committed to nondiscrimination or harassment based on race, color, religion, sex, age, national origin, disability, veteran status, marital status, sexual orientation, gender identity or expression or other protected status. To be considered for inclusion as a supplier under this agreement, the Proposer commits to the following:
 - A. The provisions of Executive Order 11246, September 24, 1965, and the rules, regulations and relevant orders of the Secretary of Labor are applicable to each order placed against this agreement regardless of value. See attached.
 - B. If the Proposer expects to receive \$10,000 in orders during the first 12 months of this agreement, a complete certificate of non-segregated facilities shall be attached to the bid response. Sample certificate attached.
 - C. If the Proposer expects to receive \$50,000 in orders during the first twelve months of this agreement and employs more than 50 people, standard form 100 (EEO-1) must be filed prior to March 1 of each year.
 - D. If the Proposer expects to receive \$50,000 in orders during the first 12 months and employs more than 50 people, a written program for affirmative action compliance must be maintained by the Proposer, subject to review upon request by the user agencies of this agreement.
21. **SPECIAL ACCOMMODATION:** Persons with a disability requiring accommodation should contact the FAU Equal Opportunity Programs Office at 561-297-3004 at least five working days in advance to make appropriate arrangements. Persons with hearing or speech impairments should contact the same by using the Florida Dual Party Relay System at 1-800-955-8770 (voice) or 1-800-955-8771 (TDD).
22. **CAMPUS PARKING:** All proposers accessing FAU campuses are required comply with all Traffic and Parking rules and regulations. For information concerning parking decals or the University's traffic and safety rules and regulations, please call or (561)-297-2770 or access the Traffic and Parking web site on the Internet at: <http://www.fau.edu/parking/>.
23. **SERVICE AND WARRANTY:** Unless otherwise specified, the Proposer shall define any warranty service and replacements that will be provided during and subsequent to a contract award. Proposers must explain to what extent warranty and service facilities are provided.
24. **SUBCONTRACTING:** If the Proposer intends to use any second party to perform any work under this solicitation, the Proposer must submit the individual(s) or company(s) names, address, phone number, and contact person for the subcontractor with their proposal. Failure to provide this information may be considered grounds for disqualifications. All subcontractors shall meet all of the requirements set forth in the solicitation and shall not relieve the Proposer of responsibility to the University.
25. **WAGE, HOUR AND LEGISLATIVE CHANGES:**
No changes will be allowed during the length of any award or contract resulting from this solicitation as a result of changes in the federal or state minimum wage rates, labor laws, or any other legislative rule or law that affects the Vendor's cost of doing business or the salary and benefits paid to their employees. The only allowable exception to this provision is in services contracts for those labor rates and grades that are specifically identified in the proposal as minimum wage earning positions.
26. **GOVERNING LAW AND VENUE:** This solicitation and any resulting contracts or purchase orders, if any, and any disputes thereunder will be governed by the laws of the State of Florida and shall be deemed to have been executed and entered into in the State of Florida. Any such contracts or purchase orders shall be construed, performed, and enforced in all respects in accordance with the laws, rules, and regulations of the State of Florida, and any Proposer's provision in conflict with Florida law and rules shall be void and of no effect. FAU and the Proposer hereby agree that this solicitation and resulting contracts or orders, if any, shall be enforced in the courts of the State of Florida in Palm Beach County, Florida.
27. **USE OF THE FAU LOGO AND OTHER SYMBOLS AND PRODUCTS:** Use of FAU's name, logo or any other symbolic or written reference and/or presentation requires advance written approval by the University.
28. **COOPERATIVE AGREEMENT:** This solicitation and any agreement resulting from this solicitation shall be for the use of FAU unless otherwise indicated. Other state universities, community colleges, district school boards, other educational institutions, and other governmental and public entities may assess orders or agreements resulting from this solicitation. Any such third-party agreements and orders shall not directly nor indirectly change, amend, or affect the validity and construction of FAU's solicitation or agreement, nor shall it alter FAU's ability to obtain goods and services timely and as specified.
29. **PAYMENT:** Suppliers shall submit invoices for compensation for goods, services and/or expenses in detail sufficient for a pre- and post-audit. Each bill or invoice must clearly identify the goods, services, and expenses for which compensation is sought and clearly marked with the related purchase order number. The university preferred method of payment is SUA (single use account). Payment shall be made in accordance with FAU Policy 4.1 – Prompt Payment unless otherwise negotiated.
30. **SOLE POINT OF CONTACT:** The University's sole point of contact for all matters relating to this solicitation is:
 - A. Name & Title:
 - B. E-Mail:

C. Florida Atlantic University
D. Attn: Procurement Services
E. Administration Building/AD10, Room 150
F. 777 Glades Road
G. Boca Raton, Florida 33431-0991

H. Confidentiality: From the date of issuance of this solicitation, until an award is made, the Supplier must not make available or discuss its proposal, or any part thereof, with any employee or agent of the University, unless permitted by the Director of Procurement and/or designee, in writing, for purposes of clarification only, as set forth herein. Any individual, associated with the company participating in this solicitation, who contacts any other university employee and/or Selection/Evaluation Committee member regarding any aspect of this solicitation, or who attempts to discuss the solicitation with any representative of FAU, other than the person designated as the sole point of contact, whether such contact be in person, telephone, or through electronic or written correspondence, may be determined to have violated the terms and conditions of this solicitation. If that determination is made, any proposal received from such an individual or its company may be rejected as non-responsive and not subject to further evaluation. If there are any changes or additions to the Sole Point of Contact information at any time in the process, participating companies will be notified via an addendum to the solicitation.

32. **BIDDERS QUESTIONS:** All posting regarding this solicitation will be posted electronically within the University's bid posting system, which can be reached at: <https://fau.bonfirehub.com/>. At all times, it shall remain the responsibility of the company participating in the solicitation to check the website for postings of short lists, and award decisions. No further notice regarding solicitations will be given. All questions must be submitted using the Question & Answer ("Q&A") Board in this electronic sourcing system. No oral communications shall be considered as a change to the solicitation.

1.1.1 Vendor Acknowledges ITN Conditions **[Required]** **[Single Choice]**

(Yes) / (No)

1.2 Acknowledgment Of Contract Terms

As a duly authorized representative with the authority to sign contracts that bind or otherwise obligate my company, I have read the Florida Atlantic University contract terms (PO Terms) located at <https://www.fau.edu/procurement/files/poterm.pdf> and:

1. Hereby, agree to all terms and conditions without proposed objections, variations, or supplements (collectively, "Contract Term Variations").
2. Am attaching proposed objections, variations, or supplements (collectively, "Contract Term Variations") to this document.

1.2.1 Vendor Acknowledges Contract Terms **[Required]** **[Single Choice]**

(Yes) / (No)

1.2.2 If your company has proposed objections, variations, or supplements (collectively, "Contract Term Variations") to the contract terms, clearly state and disclose all "Contract Term Variations" on and with the "Acknowledgment Of Contract Terms" form before signing and uploading the document. **[Optional]** **[PDF]**

(Vendor file upload)

1.3 ITN Evaluation Selection Process

COMPETITIVE ITN PROCESS

The selection process under this ITN shall be a competitive process that shall utilize and be governed by the authority, methodology and guidance established within respective University Regulation, including 6.008 Procurement. Proposals will be evaluated by an ITN Evaluation Committee to determine which responses most closely adhere to the ITN requirements and whose proposals best address the University's priorities, as stated in the Scope of Work (SOW). The committee members may consist of University Faculty, Staff, Students and designated experts. The short list may be comprised of as few as a single supplier or as many as all suppliers. Those selected for the short list will continue in the evaluation process, which may involve at the University's sole and absolute discretion site visits, supplier presentations, supplier management team interviews, negotiations, and evaluation of the vendor's best and final offer.

The determination of the companies selected for the short list with whom negotiations will continue will be based on evaluation of the written response submitted. There will be no opportunity for presentations at this stage. Any response that does not provide complete, accurate, and detailed answers to each question, or which indicates the company prefers to defer providing complete details until a later stage in the process, may be declared non-responsive, and rejected without further evaluation.

After negotiations have been completed, companies will be given a deadline for submission of a "best and final" offer (BAFO). BAFOs may not be withdrawn within ninety (90) days of submission and suppliers will not be allowed to make further adjustments to their offer, except to respond to requests for clarification from the Committee. The recommendation of the Evaluation Committee will be based upon the initial written response, interviews (if any), negotiations (if any), and best and final offers.

The University reserves the right, in its sole and absolute discretion, to skip the short list process, to award this ITN in full or in part, or make no award at all, or cancel or modify this ITN at anytime. (Note: Florida Atlantic University reserves the right to cancel this solicitation and acquire the products and services contained within via a pre-existing agreement, such as State of Florida Contract, Cooperative Contract, etc. if it is determined to be in the best interest of the University.)

The University also reserves the right to award to another responsive and responsible Proposer of this ITN in the event of supplier default, non-performance, non-compliance or similar issues affecting the University at any time throughout the development agreement and any renewal period.

Award shall be based upon a responsible Proposer whose proposal is responsive to the ITN, demonstrates a clear understanding of the priorities, and demonstrates the capabilities to perform satisfactorily based on service and price matters. FAU reserves the right in its sole and absolute discretion to select the proposal deemed to be in the best interests of the University.

Confidentiality: From the date of issuance of this ITN, until an award is made, the supplier must not make available or discuss its proposal, or any part thereof, with any employee or agent of the University, unless permitted by the Procurement Director, in writing, for purposes of clarification only, as set forth herein. Any individual associated with the company participating in this ITN who contacts any other university employee and/or Evaluation Committee member regarding any aspect of this ITN, who attempts to discuss the ITN with any representative of FAU other than the person designated as the sole point of contact, whether such contact be in person, telephone, or through electronic or written correspondence, may be determined to have violated the terms and conditions of this solicitation. If that determination is made, any proposal received from such an individual OR their company may be rejected as non-responsive and not subject to evaluation. If there are any changes or additions at any time in the process, participating companies will be notified via an amendment to the ITN.

Questions regarding the ITN document and/or process should be submitted in the Q&A Board section of this electronic sourcing system. No oral communications shall be considered as a change to the ITN. All postings referred to in this ITN will be posted electronically on the Purchasing website: <https://www.fau.edu/procurement/bid-info/> for notification of upcoming public meetings and on FAU's online bidding platform Euna website: <https://fau.bonfirehub.com/portal/?tab=openOpportunitiesfor> Shortlist and Intent to Award decisions. At all times it shall remain the responsibility of the company participating in the ITN to check the website for postings of short lists, and award decisions. No further notice will be given.

AWARD

Contract award shall be made to the responsive and responsible Proposer(s), whose proposal is determined to be the most advantageous to the University. No other factors or criteria shall be used in the evaluation.

POSTING OF RECOMMENDED AWARDS

The official bid/proposal recommended award(s) shall be submitted through the Procurement Department and posted on the electronic sourcing system, Euna website: <https://fau.bonfirehub.com/portal/?tab=openOpportunities>, for review and will remain posted for a period of seventy-two (72) hours, excluding weekends and holidays. Failure to timely file a protest or failure to timely deliver the required bond or other security in accordance with the Board of Governor's Regulations 18.002 and 18.003 and FAU Regulation 6.008 shall constitute a waiver of protest proceedings.

1.3.1 Vendor Acknowledges ITN Evaluation Selection Process [Required] [Single Choice]
(Yes) / (No)

1.4 Payment Types

Payment

Florida Atlantic University payment terms are net 40 days per the state of Florida prompt pay act and FAU Office of the President policy 4.1.

FAU offers all Suppliers a JPMC SUA (single use account) virtual card option at net 10 days. SUA is our preferred method of payment as it mitigates all fraud risk and expedites payments thus eliminating supplier outstanding receivables.

Methods of payment:

- net 40 – Check, ACH
- net 10 - SUA

For additional information, please see @ <https://www.fau.edu/procurement/files/sua-flyer.pdf>

The successful supplier(s) of this ITN must be registered in the University's Workday ERP system.

FAU new Supplier application and requirements are available @ <https://www.fau.edu/procurement/vendorinfo/new-supplier-information/>

1.4.1 Supplier Acknowledges Payment Types [Required] [Single Choice]

(Yes) / (No)

2. Vendor Submission

2.1 Company Information

2.1.1 Upload company financial statements from three most recent years. **[Required]** **[PDF]**

(Vendor file upload)

2.1.2 Upload a two page executive summary of your company. **[Required]** **[PDF]**

(Vendor file upload)

2.2 Insurance

2.2.1 Upload a copy of your General Liability insurance of \$1,000,000 per occurrence and \$2,000,000 aggregate. Required Additional Insured Language on COI: The Florida Atlantic University Board of Trustees, the Florida Board of Governors, the State of Florida and their respective officers, agents, volunteers and employees are listed as Additional Insured under this commercial general liability policy. **[Required]** **[PDF]**

(Vendor file upload)

2.2.2 Upload a copy of your Professional Liability insurance of \$1,000,000/occurrence \$2,000,000/aggregate. FAU Named as an additional insured and the above referenced coverages would be primary/non-contributory and include a waiver of subrogation. FAU additional insured language: The Florida Atlantic University Board of Trustees, the Florida Board of Governors, the State of Florida and their respective officers, agents, volunteers and employees are listed as additional insured. **[Required]** **[PDF]**

(Vendor file upload)

2.2.3 Upload a copy of your Workers' Compensation insurance of coverage per statute. FAU Named as an additional insured and the above referenced coverages would be primary/non-contributory and include a waiver of subrogation. FAU additional insured language: The Florida Atlantic University Board of Trustees, the Florida Board of Governors, the State of Florida and their respective officers, agents, volunteers and employees are listed as additional insured. **[Required]** **[PDF]**

(Vendor file upload)

2.2.4 Upload a copy of your Cyber Liability insurance \$5,000,000. FAU Named as an additional insured and the above referenced coverages would be primary/non-contributory and include a waiver of subrogation. FAU additional insured language: The Florida Atlantic University Board of Trustees, the Florida Board of Governors, the State of Florida and their respective officers, agents, volunteers and employees are listed as additional insured. **[Required]** **[PDF]**

(Vendor file upload)

3. Scope of Work

3.1 Scope of Work for FAU College of Medicine Medical Billing and Credentialing Services

FAU Medical Group Scope of Work for Medical Billing and Credentialing Services

1. Purpose

The Contractor shall provide comprehensive medical billing, revenue cycle management (RCM), payer enrollment, and provider credentialing services to support the efficient and compliant operation of FAU Medical Group.

2. Medical Billing Services

2.1 Charge Capture and Coding Support

The Contractor shall:

- Review submitted charges for completeness and accuracy.
- Validate CPT, HCPCS, and ICD-10 coding consistency.
- Identify coding discrepancies and communicate findings to Client personnel.
- Recommend corrective actions to reduce claim denials.

2.2 Claims Submission

The Contractor shall:

- Prepare and submit electronic claims to commercial, government, and managed care payers.
- Submit clean claims within established timelines.

(Clean Claim definition: a claim that is not denied with additional info requested or rejected altogether. Desired Timeline depends on the type of claim i.e... clinic visit with an E&M code would be 48 hours. Hospital visits or surgeries can be up to 10 days The awarded billing company understands industry standards for each and can be clarified in the proposal to be submitted).

- Monitor claim acceptance and rejection reports.
- Correct and resubmit rejected claims promptly.

2.3 Accounts Receivable Management

The Contractor shall:

- Track outstanding claims.
- Perform follow-up with insurance carriers on unpaid or underpaid claims.
- Investigate and resolve claim denials.
- Appeal denied claims when appropriate.
- Maintain aging reports and collection metrics.

2.4 Payment Posting

The Contractor shall:

- Post insurance payments, adjustments, and patient payments.
- Reconcile electronic remittance advice (ERA) files.
- Investigate payment variances.
- Maintain accurate financial records.

2.5 Patient Billing

The Contractor shall:

- Generate and distribute patient statements.
- Manage payment plans as authorized by the Client.
- Respond to billing inquiries.
- Refer accounts for collections only with Client approval.

2.6 Financial Reporting

The Contractor shall provide:

- Monthly revenue cycle reports.
 - Accounts receivable aging reports.
 - Collections reports.
 - Denial analysis reports.
 - Key performance indicator (KPI) dashboards will be mutually agreed upon by client and contractor.
-

3. Provider Credentialing and Enrollment Services

3.1 Initial Credentialing

The Contractor shall:

- Collect and verify provider credentialing documentation.
- Prepare and submit credentialing applications.

- Coordinate with providers to obtain required signatures and supporting documents.
- Monitor application status through completion.
- New faculty must be credentialed with the payer within 90 days of packet submission.
- The contractor must submit completed credentialing and enrollment packages to payers within 5 business days of receiving a fully executed and verified documentation packet from the provider. This is dependent on the faculty member and will most likely be more than 5 business days. Additionally, the contractor must update the provider profile and log verification in the tracking system within 48 hours of receiving any profile modification. The billing company typically manages this, but this is dependent on receiving updates to provider profiles from FAU College of Medicine.

3.2 Payer Enrollment

The Contractor shall:

- Enroll providers with Medicare, Medicaid, and commercial payers.
- Complete CAQH registration and maintenance.
- Maintain payer enrollment records.
- Respond to payer requests for additional information.

3.3 Recredentialing

The Contractor shall:

- Track recredentialing deadlines.
- Prepare and submit renewal applications.
- Monitor approval status.
- Notify Client of expiring credentials.

3.4 Provider Data Management

The Contractor shall:

- Maintain provider demographic and credential records.
 - Update provider information with payers as needed.
 - Monitor license, certification, and malpractice insurance expiration dates.
 - Billing data will be submitted to the billing company.
-

4. Compliance Requirements

The Contractor shall:

- Maintain compliance with HIPAA and applicable federal and state regulations.
 - Execute a Business Associate Agreement (BAA).
 - Protect confidential patient and provider information.
 - Maintain audit trails and documentation.
 - Report potential breaches or compliance concerns immediately.
-

5. Client Responsibilities

The Client shall:

- Provide timely and accurate patient, provider, and billing information.
 - Maintain required clinical documentation.
 - Respond to information requests from Contractor.
 - Provide system access as necessary.
 - Designate a primary point of contact.
-

6. Deliverables

The Contractor shall provide:

1. Submitted claims and claim status reports.
 2. Accounts receivable aging reports.
 3. Monthly revenue cycle performance reports.
 4. Denial and appeal tracking reports.
 5. Credentialing and enrollment status reports.
 6. Provider credential expiration tracking reports.
 7. Annual summary of credentialing activities.
-

7. Term and Reporting

- Services shall be provided during a 3 year contract term with 2 3 year renewal options
 - FAU may terminate without cause with 6 months notice
 - Monthly performance review meetings shall be conducted.
 - Contractor shall maintain documentation supporting all activities performed.
 - Client reserves the right to audit billing and credentialing records.
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8. Compensation Structure

Compensation may be based on:

- Percentage of net collections: 95% of allowable reimbursement after contractual adjustments.
- Hybrid fee structure will be considered with a percentage of net collections component.

3.1.1 Provide proposal for services listed above with pricing **[Required]** **[PDF]**

(Vendor file uploads)