



**REQUEST FOR PROPOSAL (“RFP”) #5034ME
for CLINICAL COMPLIANCE MANAGEMENT SOFTWARE
SOLUTION**

ADDENDUM #1

Questions & Answers

RFP Issued Date: 02/28/2025

Questions due by: 03/06/2025 by 2:30pm EDT via email with the RFP #5034ME in the subject line

Proposal Due Date /Time: 03/17/2025 by 2:00pm EDT via email with the RFP #5034ME in the subject line

Contact:

Michael Eames

Purchasing Manager

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Proposals must be received by the due date/time specified above. Proposals received after the due date/time will be returned unopened to the supplier

Please refer to the attached sheets for Instructions & Information. Proposals must be submitted on the form(s) provided and signed by an authorized representative in ink in the proper spaces. Vendors are cautioned to read this entire document carefully and to prepare and submit their Proposal providing all requested information in accordance with the terms and conditions set forth herein.

Questions & Answers: Request For Proposal (“RFP”) #5034ME for Clinical Compliance Management Software Solution

1. What system(s) is the College of Health currently using to manage these processes?

The College of Health has been using Exxat as its primary system for managing our clinical experiences, clinical education, fieldwork, internships, practicums, and all associated required compliance materials. We also use Typhon, Blackboard original/Ultra, ACEMAPP, Filemaker, and Calipso. We have previously used CastleBranch.

2. Are there gaps that the College is looking to fill that the current solution and/or processes cannot?

The College of Health is using multiple systems which has inadvertently resulted in duplicative processes and work. Thus, we are seeking a comprehensive, customizable, mobile friendly software solution to help manage clinical experiences, clinical education, fieldwork, internships, practicums, and all associated required compliance materials.

3. How is the College currently tracking student competencies?

The College of Health uses a variety of systems including Exxat, Calipso, Typhon, Blackboard, and manual spreadsheets to track student competencies.

4. Is the College also looking for a student assessment e-portfolio as part of the package/solution?

Yes. We would like to move towards one comprehensive, customizable, mobile friendly software solution to help manage clinical experiences, clinical education, fieldwork, internships, practicums, and all associated required compliance materials.

5. How many new incoming students are coming into the College of Health per annual year? How is that broken down by program?

	Fall 2025 (new enrollment projections)	
	Undergraduate	Graduate
Communication Sciences & Disorders (Speech and Hearing)	12	60
Health Sciences and Human Performance (eg., Exercise Science)	20	20
Music Therapy	15	0
Nursing	225	225
Occupational Therapy	0	35

Physical Therapy	0	40
Social Work	20	400
	292	780

6. How does the College collect and store affiliation agreements and contracts?
 We are currently using Exxat to store affiliation agreements and contracts with SharePoint used as a secondary storage site.

How many active agreements do you have on file?
 958 fully executed agreements with 374 in development

How many sites do you tend to work with across all 7 programs?
 1000 plus locations

Do you use Docuign or a similar e-signature solution?
 We use AdobeSign as an institution and will use Docuign (or other e-signature solutions) as requested by clinical partners.

7. The RFP mentions integrating with current existing technologies – what other systems does the College need to integrate with?
 Current technologies/systems that we would like to integrate with include our internal people information systems (PeopleSoft), Blackboard, Calipso, and ACEMAPP.