



## Change Order No. 6 – Work Order 3: Prepopulated Medi-Cal Redetermination Forms QA SOW

### Purpose

The purpose of this Statement of Work (SOW) is to outline the scope, timeframe, staffing, and costs to perform Quality Assurance (QA) reviews of the Prepopulated Medi-Cal Redetermination Forms (MC RE Forms) Design, Development, and Implementation (DD&I) work products, deliverables, services, and testing.

### Scope

For this Premise Item, Accenture's SOW for the MC RE Forms services is milestone-based rather than deliverable-based. Although some work products are produced, payment is not tied directly to the completion and approval of those work products. To provide the Consortium with timely information, ClearBest will conduct quality reviews of the delivered work products, services, and test outcomes and report findings monthly via Monthly Status reports. The scope of this effort includes:

1. Participation in meetings, discussions, and walkthroughs pertaining to MC RE Forms deliverables, work products, and milestones.
2. Development of **DEL #1 - QA Monthly Status and Test Report (MC RE Forms)** on the QA activities, findings, recommendations, issues, risks, mitigation strategies, and outcomes from the assessment of Accenture's:
  - General and technical designs, including participation in design discussions with State sponsors, the Consortium, development of System Change Requests (SCRs), and review and approval of SCRs via Change Control Board process
  - Develop enhancements
  - Test enhancements
  - Updates to job aids, online help, and web-based training
  - Management of the enhancement process from concept/design through implementation
  - Project management support, including staff management, work plan management, and financial management

Creation of QA assessment reports will be based on our approved approach and methodology identified in the ClearBest Deliverable #05 – DD&I Deliverable Review and Assessment Plan. To support the nature of the milestone-based SOWs, the reports will be included as appendices in the QA Monthly Status Report (MC RE Forms).

3. Reporting on QA findings at the CalSAWS Weekly Status Meetings, Project Steering Committee (PSC), Joint Powers Authority (JPA) Board Meetings, and other stakeholder meetings as required.

### Timeframe

The timeframe for the review and reporting on MC RE Forms tasks and work products identified in this Work Order is from August 2021 to April 2022.

## Staffing

To perform the QA Assessments of the MC RE Forms work products/deliverables as outlined above, ClearBest is assigning 1.5 QA Business Analyst/Testers.

STAFF	TIME PERIOD	DD&I Hours
QA Business Analyst/Tester	08/16/2021 – 04/30/2022	1,344.0
QA Business Analyst/Tester	08/16/2021 – 04/30/2022	834.5
TOTAL HOURS		2,178.5

## Cost

The estimated effort for the MC RE Forms DD&I Statement of Work, which will be reported via the **Deliverable #1 – QA Monthly Status Report (MC RE Forms)** is as follows:

QA STAFF ROLE	MONTHS	HOURS	RATE	COST
QA Business Analyst/Tester	8.5	1,344.0	\$114	\$153,216
QA Business Analyst/Tester	8.5	834.5	\$114	\$95,133
Total Cost		2,178.5		\$248,349

## Costs by SFY

The cost schedules to support the MC RE Forms DD&I QA Services have been incorporated into the Quality Assurance Project Cost Schedules and are attached. The following provides the costs only by SFY:

DELIVERABLE	SFY 21/22	TOTAL
DEL #1 – QA Monthly Status and Test Report (MC RE Forms)	\$248,349	\$248,349
Total	\$248,349	\$248,349



## Work Order Approval

IN WITNESS WHEREOF, the Parties have set their hands hereunto as of the Execution Dates set forth below.

### CalSAWS Consortium

By: \_\_\_\_\_  
Printed Name: Michael Sylvester  
Title: Board Chair  
Date: \_\_\_\_\_

### ClearBest, Incorporation

By: \_\_\_\_\_  
Printed Name: Wendy Battermann  
Title: President  
Date: \_\_\_\_\_

### CalSAWS Consortium

By: \_\_\_\_\_  
Printed Name: John Boule  
Title: Executive Director  
Date: \_\_\_\_\_

### APPROVED AS TO FORM:

\_\_\_\_\_  
Jeff Mitchell  
Consortium Legal Counsel