Vendor Comparison and Matrix Tool

Instructions: Score each vendor on a scale from 1 (poor) to 5 (excellent) on each of your prioritized items. Total up your ratings for each vendor to help make your comparisons. Write the names of the vendors you are comparing in the watermark space provided in the vendor columns. Use the blank rows at the end of the worksheet to ask your own questions.

Functionability/Usability	Priority	Vendor A	Vendor B	Vendor C
Confidentiality and Security			•	
The system provides privacy and security				
components that follow national standards such as				
Health Insurance Portability and Accountability Act				
(HIPAA) and Protected Health Information (PHI), and				
include encryption of electronic protected health				
information (ePHI) created or maintained in the				
electronic health record (EHR).				
The system provides privacy and security				
components that follow State-specific laws and				
regulations.				
The system hardware recommendations meet				
national security guidelines.				
The system protects electronic health information				
created or maintained by the certified EHR				
technology through the implementation of				
appropriate technical capabilities.				
The system has hardware recommendations for				
disaster recovery and backup.				
Charting				
Can the system accommodate (and potentially				
improve) my workflow?				
Can I create medication, laboratory, and radiology				
orders using Computerized Provider Order Entry?				
Can I create a summary of care record and				
electronically transmit it to a receiving provider for				
transition of care and referral?				
Can the system perform medication reconciliation at				
relevant encounters and each transition of care?				
Can I easily build and/or customize "off-the-shelf"				
templates?				
Does the system offer a variety of data entry				
options, e.g., dictation, voice recognition, structured				
notes?				
Can I make subsequent edits and addendums to				
clinical documentation?				
Does the system alert me about unfinished portions				
of the clinical documentation and can I bypass them				
if necessary?				

Can 1 access other such clinical information as previous labs or progress notes from a patient's "electronic chart" while charting?	Functionability/Usability	Priority	Vendor A	Vendor B	Vendor C
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"electronic chard" while charting?	previous labs or progress notes from a patient's				
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Does the system alert me when patient data					
	indicate intervention is recommended?				

Functionability/Usability	Priority	Vendor A	Vendor B	Vendor C
Does the system offer prompts to support the				
adherence to care plans, guidelines, and protocols				
at the point of information capture?				
Can I access medical literature, clinical guidelines,				
etc., to provide patient education ?				
Disease and Population Management				
Assuming good data entry for all patients, can I				
query the system and identify patients that have a				
particular condition, are on a certain medication,				
etc.?				
Does the system track patients for follow-up and				
send out reminders?				
Can I create ad hoc reports or am I limited to ones				
provided off-the-shelf? Can I customize these				
reports?				
Does reporting module handle "and/or" queries				
together?				
Health Record Management				
Can I look up a patient by a number of different				
criteria, e.g., name, MRN, SSN?				
Does the system provide a summary view of a				
patient's health status?				
Does the system handle other such clinical				
documents as x-rays or reports?				
Does the system allow me to maintain patient lists,				
e.g., problems, allergies, medications?				
Can I organize patient information within the system				
in a similar way to my paper charts?				
Clinical Tasking & Messaging				
Can I access and manage various tasks—e.g., sign				
progress notes or review labs—within a few clicks?				
Can I task or message someone else in the practice				
and do it with a few clicks?				
Does system alert me of overdue tasks and urgent				
lab results?				
How disruptive are the alerts, are they				
customizable, and can they be overridden?				
Can I manage tasks and messages from a computer				
other than my own?				
Patient Access to Personal Health Information	1			
Does the system have the ability for patients to				
view, download, and transmit their personal health				
information to a third party via a patient portal?				
Does the system have the capability for patients to				
send and receive a secure electronic message with				
the provider via a patient portal?				

Functionability/Usability	Priority	Vendor A	Vendor B	Vendor C
Public Health Reporting		•	•	
Can the system support submission of immunization				
data to a public health agency?				
Can the system support submission of syndromic				
surveillance data to a public health agency?				
Can the system support submission of data to a				
specialized registry?				
Financial Considerations				
Roughly how much could the system cost my clinic?				
Can you offer an Application Service Provider (ASP)				
option, purchase option, or monthly subscription				
option?				
Roughly how much do the software licenses cost?				
About how much will ongoing maintenance and				
upgrades cost?				
How often will a support person(s) be available once				
the system goes live in case of any system difficulty?				
How are the licenses issued? Concurrent user versus				
per practitioner?				
TOTAL SCORE				