

ACHN Vendor Orientation

a. When: Week of May 6-10, 2024

- i. This orientation will span no more than a 4-day window during the week of May 6-10, 2024. Start and end dates will be finalized after the announcement of Intent to Award.*
- ii. All selected vendors MUST be present at the orientation and provide representation as noted in this document according to the schedule published after Intent to Award.*

b. Where: Alabama Medicaid Headquarters

- i. This orientation will take place on-site at the Alabama Medicaid Home office located at:
501 Dexter Avenue
Montgomery, AL 36107*

c. Who: Key ACHN Vendor Program Administration and Core Leadership.

- i. Responsible parties for ACHN Executive Program Administration*
- ii. Responsible parties for ACHN HIMS systems, including, but not limited to,
 - a. technical resources for Governance, Risk, and Compliance,*
 - b. technical design and functionality,*
 - c. staff system training.**
- iii. Responsible parties for ACHN Medical Administration*
- iv. Responsible parties for ACHN Care Management*
- v. Responsible parties for ACHN Quality Management*
- vi. Responsible parties for ACHN Pharmacy Management*
- vii. Responsible parties for ACHN Data Analysis and Population Identification*

b. How: Pre-registration of all Vendors and Attendees.

- i. After Intent to award, all vendors will be sent registration forms, which must be returned to the Agency specifying all intended attendees.*
- ii. All travel expenses, including food, lodging, mileage, and other travel costs, will be the sole responsibility of the selected vendors.*