# Department of State Health Services

# Purchase Order

**Dispatch via Print**

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|---|---|---|
| Net 30 | Prepaid & Allow | BEST WAY |

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**Purchase Order** **HHSTX-4-0000335315**

| Date | Revision | Page |
|---|---|---|
| 12/19/23 | | 1 |

**Ship To:** 1946 - Austin:1100 W 49th St (DHT)
DEPARTMENT OF STATE HEALTH SERVICES
1100 W 49th St (DHT)
PO Box 149347
Austin TX 78756
United States

**Vendor:** 1237451671 9
NATIONAL CANCER REGISTRARS ASSOCIATION I
1330 BRADDOCK PL STE 520
ALEXANDRIA VA 223141650
**United States**

**Bill To:** Invoice-DSHS Fiscal Claims
DEPARTMENT OF STATE HEALTH SERVICES
1100 W 49th St (RBB)
PO Box 149347
Austin TX 78756
United States

**Fax:** 512/458-7442
**Email:** invoices@dshs.texas.gov

**Exempt Reason:** N/A

**Purchaser:** Wright,Byron Carl 512/406-2512

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|---|---|---|---|---|---|---|---|

FY24 funding

SP/E

Requisition 250643 Pricing per Quote attached Service Dates 12/19/2023 to 08-31-2024 Goods and/or services are to be delivered and invoiced after September 1, 2023

Attached Terms and Conditions apply to this Purchase Order.

This purchase order is contingent upon the continued availability of lawful appropriations by the Texas Legislature and may be canceled at any time in whole or part without penalty. HHS or the agency does not commit to ordering specific quantities of goods/services or dollar amounts with respect to this purchase order. The agency shall be obligated to pay for only those goods and/or services ordered and received by the agency. Any funds not utilized by 08/31/2024 are automatically canceled.

Vendor contact

NATIONAL CANCER REGISTRARS ASSOCIATION
VID: 1237451671 9 / Loc 001
Contact: Mary Maul
Phone: 703-299-6640 Ext. 314
Email: mmaul@ncra-usa.org
Email: CCRE@ncra-usa.org
Fax: 703-299-6620
Address: 1330 BRADDOCK PL STE 520, ALEXANDRIA, VA 22314-1650

DSHS-CMS Contract Manager: Jeannette Dianovich
Phone: 512-776-6529
Email: Jeannette.Dianovich@dshs.texas.gov

Please contact Primary Coordinator for the Cancer Epidemiology and Surveillance Branch for any additional information.
Name: Elizabeth Harvey
Phone: 512-776-3607
Email: elizabeth.harvey@dshs.texas.gov

Agency Contact: Cara Tomlinson, EEDRS Financial Analyst
Phone: 512-776-6853
Email: Cara.Tomlinson@dshs.texas.gov)

PCS contact

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Byron Wright CTCD
Purchaser V
Procurement and Contracting Services
512-406-2512
Byron.Wright@hhs.texas.gov

Please note the following on the PO for DSHS internal purpose of invoices, deliveries, and communication to vendor:
1. To Vendor: Send invoices with PO Number to DSHS Invoices email addresses Invoices@dshs.texas.gov, with a cc to EEDRS.Invoices@dshs.texas.gov.
2. To DSHS Accounts Payable: Send the approval claim forms to EEDRS.Invoices@dshs.texas.gov, Attn: Becky Balfour.
3. SCOR Division in CAPPS: #22-Community Health Improvement
4. Vendor Quote is attached to line 1.

NCRA Spring 2024 Live Webinars
Titles and dates are tentative.

Anatomy Abstracting
1. February 21, 2024: Peritoneal Malignancies
2. February 28, 2024: GYN Cancers
3. March 16, 2024: Stomach Masses and Tumors

Cancer Registry Data: Ensuring Quality and Completeness
4. March 13, 2024: Quality Review = Quality Data
5. March 20, 2024: Call for Data!
6. March 27, 2024: Utilizing Smart Data Elements (SDEs) to Measure Compliance

Pricing Options
Option 1: Group Sales of Live Webinars (CE Credit)
Texas DSHS cancer registrars attend NCRAs six Spring 2024 live webinars. These attendees can claim CE credit and will have access to the recordings of the live webinars (referred to as Learning Modules) through their individual Learning Activities tab on the Center for Cancer Registry Education.

Pricing for Option 1: Group pricing for the six webinars is $216 per participant. Each participant can claim six CEs. Note: There must be at least six registrants to qualify for this discounted group pricing. Texas DSHS will complete the Group Order Form below and include the name and contact information for the Primary Coordinator. The primary coordinator will receive the links for each webinar prior to the event to distribute. $216.00 per person for Live Webinars providing Continuing Education (CE) Credit. Attended by Texas Cancer Registry (TCR) staff who have the Certified Tumor Registrar (CTR) credential.

Option 2: Posting the Recordings to the Special Texas Webpage (No CE Credit)
NCRA will post the recordings of the live webinars (referred to as Learning Modules) to the special Texas DSHS webpage on the Center for Cancer Registry Education (https://www.cancerregistryeducation.org/texas-training) within 48 hours of webinar live delivery. Access will include the recording of each webinar and a PDF handout of the webinar slides. Cancer reporters viewing the Learning Modules are not eligible to claim CE credits. The learning modules will be available through August 31, 2024.

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| 1-1 | FY24 DSHS CHI EEDRS CESB NCRA Spring 2024 Live Webinars-Option 1: Group Sale Price Per Participant (Six webinars)-includes CE Credit | 924-25 | 25.00 | EA | 216.00000 | $5,400.00 | 12/27/2023 |
| | | | | | **Schedule Total** | $5,400.00 | |
| | | | | | **Item Total for Line 1** | $5,400.00 | |
| 2-1 | FY24 DSHS CHI EEDRS CESB NCRA Spring 2024 Live Webinars-Option 2: Group Sale Price Per Participant (Six webinars)-No CE Credit | 924-25 | 12.00 | EA | 90.00000 | $1,080.00 | 12/27/2023 |
| | | | | | **Schedule Total** | $1,080.00 | |
| | | | | | **Item Total for Line 2** | $1,080.00 | |
| | | | | | **Total PO Amount** | $6,480.00 | |

Pricing for Option 2: The cost for posting the six Learning Modules to the special Texas DSHS webpage on the Center for Cancer Registry Education is $90 per person. $90 per person for posting recordings of the live webinars to NCRA's Special Texas Website (No CE Credit) for viewing by non-CTR staff.

Texas DSHS will need to send a list of participants who will be claiming CE credit and their email address prior to the first webinar date.

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No substitutions or cancellations are permitted without prior approval by Health & Human Services Commission. If contractor fails to deliver by promised delivery date (or reasonable time thereafter) or fails to meet requirements, Health & Human Services Commission reserves the right to purchase elsewhere and charge an increased cost and handling to contractor.

Over shipments will not be accepted unless authorized by Buyer prior to shipment. The dispute resolution process provided for in Chapter 2260 of the Texas Government Code must be used by the Health & Human Services Commission and Contractor to attempt to resolve all disputes arising under the contract.

Performance under this purchase order is acceptance of the attached affirmations and terms and conditions.

**Authorized By**

Byron Wright, CTCD

**12/19/2023**