



DINWIDDIE COUNTY  
14010 BOYDTON PLANK ROAD  
P.O. DRAWER 70  
DINWIDDIE, VA 23841

**CONTRACT RENEWAL #3**

DATE: April 23, 2020  
DESCRIPTION: Third-Party Billing and Collection Administration Services  
SOLICITATION #: RFP-16-123016  
CONTRACT PERIOD: July 1, 2020 – June 30, 2021  
CONTRACTOR: Change Healthcare Technology Enabled Services, LLC  
(formerly PST Services, Inc.)  
COUNTY CONTACT: Hollie Casey  
(804) 469-4500 x 2150  
[hcasey@dinwiddieva.us](mailto:hcasey@dinwiddieva.us)

This renewal is based on terms and conditions of the original contract, including any related appendices and addenda. Any mutually agreed upon changes are listed below.

CHANGES: N/A

ACCEPTANCE:

Dinwiddie County, VA

Change Healthcare Technology Enabled Services, LLC

W. Kevin Massengill  
W. Kevin Massengill  
County Administrator

5/1/2020 | 11:48 AM EDT  
Date

Jeffrey J. Wescott  
Signature

5/1/2020 | 2:58 PM EDT  
Date

Jeffrey J. Wescott, Senior Vice President

### Certificate Of Completion

Envelope Id: 231018353DC04C6A9CB5101238EDDA65  
Subject: Change Healthcare Contract Renewal - Yr 3  
Source Envelope:  
Document Pages: 1  
Certificate Pages: 5  
AutoNav: Enabled  
Envelopeld Stamping: Enabled  
Time Zone: (UTC-05:00) Eastern Time (US & Canada)

Status: Completed

Envelope Originator:  
Hollie Casey  
hcasey@dinwiddieva.us  
IP Address: 139.60.228.178

### Record Tracking

Status: Original  
5/1/2020 | 02:01 PM

Holder: Hollie Casey  
hcasey@dinwiddieva.us

Location: DocuSign

### Signer Events

W. Kevin Massengill  
kmassengill@dinwiddieva.us  
Security Level: Email, Account Authentication  
(None)

### Signature

*W. Kevin Massengill*

Signature Adoption: Pre-selected Style  
Using IP Address: 139.60.228.178

### Timestamp

Sent: 5/1/2020 | 02:06 PM  
Viewed: 5/1/2020 | 02:48 PM  
Signed: 5/1/2020 | 02:48 PM

### Electronic Record and Signature Disclosure:

Accepted: 4/17/2020 | 03:04 PM  
ID: 42c6e72a-b34f-45d6-988d-e9d30e610ed4  
Company Name: Dinwiddie County

Jeffrey J. Wescott  
TES\_ServicesContracts@changehealthcare.com  
SVP  
Security Level: Email, Account Authentication  
(None)

*Jeffrey J. Wescott*

Signature Adoption: Pre-selected Style  
Using IP Address: 67.191.242.223

Sent: 5/1/2020 | 02:48 PM  
Viewed: 5/1/2020 | 02:57 PM  
Signed: 5/1/2020 | 02:58 PM

### Electronic Record and Signature Disclosure:

Accepted: 5/1/2020 | 02:57 PM  
ID: 42414962-a9af-48a2-8fc6-d7bc14522815  
Company Name: Dinwiddie County

### In Person Signer Events

### Signature

### Timestamp

### Editor Delivery Events

### Status

### Timestamp

### Agent Delivery Events

### Status

### Timestamp

### Intermediary Delivery Events

### Status

### Timestamp

### Certified Delivery Events

### Status

### Timestamp

### Carbon Copy Events

### Status

### Timestamp

Candice Townsend  
ctownsend@dinwideieva.us  
Security Level: Email, Account Authentication  
(None)

**COPIED**

Sent: 5/1/2020 | 02:58 PM

### Electronic Record and Signature Disclosure:

Not Offered via DocuSign

**Witness Events****Signature****Timestamp****Notary Events****Signature****Timestamp****Envelope Summary Events****Status****Timestamps**

Envelope Sent

Hashed/Encrypted

5/1/2020 | 02:58 PM

Certified Delivered

Security Checked

5/1/2020 | 02:58 PM

Signing Complete

Security Checked

5/1/2020 | 02:58 PM

Completed

Security Checked

5/1/2020 | 02:58 PM

**Payment Events****Status****Timestamps****Electronic Record and Signature Disclosure**

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At any time, you may request from us a paper copy of any record provided or made available electronically to you by us. You will have the ability to download and print documents we send to you through the DocuSign system during and immediately after the signing session and, if you elect to create a DocuSign account, you may access the documents for a limited period of time (usually 30 days) after such documents are first sent to you. After such time, if you wish for us to send you paper copies of any such documents from our office to you, you will be charged a \$0.00 per-page fee. You may request delivery of such paper copies from us by following the procedure described below.

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If you decide to receive notices and disclosures from us electronically, you may at any time change your mind and tell us that thereafter you want to receive required notices and disclosures only in paper format. How you must inform us of your decision to receive future notices and disclosure in paper format and withdraw your consent to receive notices and disclosures electronically is described below.

### **Consequences of changing your mind**

If you elect to receive required notices and disclosures only in paper format, it will slow the speed at which we can complete certain steps in transactions with you and delivering services to you because we will need first to send the required notices or disclosures to you in paper format, and then wait until we receive back from you your acknowledgment of your receipt of such paper notices or disclosures. Further, you will no longer be able to use the DocuSign system to receive required notices and consents electronically from us or to sign electronically documents from us.

### **All notices and disclosures will be sent to you electronically**

Unless you tell us otherwise in accordance with the procedures described herein, we will provide electronically to you through the DocuSign system all required notices, disclosures, authorizations, acknowledgements, and other documents that are required to be provided or made available to you during the course of our relationship with you. To reduce the chance of you inadvertently not receiving any notice or disclosure, we prefer to provide all of the required notices and disclosures to you by the same method and to the same address that you have given us. Thus, you can receive all the disclosures and notices electronically or in paper format through the paper mail delivery system. If you do not agree with this process, please let us know as described below. Please also see the paragraph immediately above that describes the consequences of your electing not to receive delivery of the notices and disclosures electronically from us.

### **How to contact Dinwiddie County:**

You may contact us to let us know of your changes as to how we may contact you electronically, to request paper copies of certain information from us, and to withdraw your prior consent to receive notices and disclosures electronically as follows:

To contact us by email send messages to: [hcasey@dinwiddieva.us](mailto:hcasey@dinwiddieva.us)

### **To advise Dinwiddie County of your new email address**

To let us know of a change in your email address where we should send notices and disclosures electronically to you, you must send an email message to us at [hcasey@dinwiddieva.us](mailto:hcasey@dinwiddieva.us) and in the body of such request you must state: your previous email address, your new email address. We do not require any other information from you to change your email address.

If you created a DocuSign account, you may update it with your new email address through your account preferences.

### **To request paper copies from Dinwiddie County**

To request delivery from us of paper copies of the notices and disclosures previously provided by us to you electronically, you must send us an email to [hcasey@dinwiddieva.us](mailto:hcasey@dinwiddieva.us) and in the body of such request you must state your email address, full name, mailing address, and telephone number. We will bill you for any fees at that time, if any.

### **To withdraw your consent with Dinwiddie County**

To inform us that you no longer wish to receive future notices and disclosures in electronic format you may:

- i. decline to sign a document from within your signing session, and on the subsequent page, select the check-box indicating you wish to withdraw your consent, or you may;
- ii. send us an email to [hcasey@dinwiddieva.us](mailto:hcasey@dinwiddieva.us) and in the body of such request you must state your email, full name, mailing address, and telephone number. We do not need any other information from you to withdraw consent.. The consequences of your withdrawing consent for online documents will be that transactions may take a longer time to process..

### **Required hardware and software**

The minimum system requirements for using the DocuSign system may change over time. The current system requirements are found here: <https://support.docusign.com/guides/signer-guide-signing-system-requirements>.

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To confirm to us that you can access this information electronically, which will be similar to other electronic notices and disclosures that we will provide to you, please confirm that you have read this ERSD, and (i) that you are able to print on paper or electronically save this ERSD for your future reference and access; or (ii) that you are able to email this ERSD to an email address where you will be able to print on paper or save it for your future reference and access. Further, if you consent to receiving notices and disclosures exclusively in electronic format as described herein, then select the check-box next to ‘I agree to use electronic records and signatures’ before clicking ‘CONTINUE’ within the DocuSign system.

By selecting the check-box next to ‘I agree to use electronic records and signatures’, you confirm that:

- You can access and read this Electronic Record and Signature Disclosure; and
- You can print on paper this Electronic Record and Signature Disclosure, or save or send this Electronic Record and Disclosure to a location where you can print it, for future reference and access; and
- Until or unless you notify Dinwiddie County as described above, you consent to receive exclusively through electronic means all notices, disclosures, authorizations, acknowledgements, and other documents that are required to be provided or made available to you by Dinwiddie County during the course of your relationship with Dinwiddie County.