KYB GROUP LLC

CAPABILITY STATEMENT

Technology, Operations & Compliance for Regulated Industries

Woman-Owned Small Business · SAM.gov Registered · Prime & Subcontractor Capable

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COMPANY OVERVIEW

KYB Group LLC is a Dallas-based, woman-owned small business delivering technology and data solutions, administrative and operational support, records management, compliance documentation and healthcare operations support. We serve government agencies, prime contractors, healthcare organizations and educational institutions with direct, accountable execution, as a prime service provider or as a subcontractor covering task areas larger prime teams need.

CORE SERVICE AREAS

Technology & Data Solutions

- ServiceNow app development & administration
- Workflow automation & process analysis
- KPI dashboards & reporting
- Data validation & quality assurance
- Systems workflow review
- HIPAA privacy & security documentation

Administrative & Operational Support

- Workflow coordination
- Scheduling & calendar management
- Document preparation
- Communication management
- Project tracking
- Front & back office support

Records & Data Management

- Records filing & indexing
- Digitization & scanning
- Retention compliance
- Backlog cleanup
- High-volume data entry
- Data validation

Compliance & Documentation Support

- Audit preparation
- Regulatory reporting
- SOP & policy maintenance
- Quality assurance checks
- Compliance workflow support
- Documentation management

Healthcare Operations Support

- Medicaid & CMS documentation
- Public health program support
- Patient records coordination
- Healthcare data entry
- Operational workflow support
- Scheduling & communication

Who We Serve

- Federal civilian agencies
- State & local government
- Prime contractors
- Healthcare organizations
- Educational institutions
- Growing businesses

VALUE AS A SUBCONTRACTOR

- Small business partner supporting primes' small business subcontracting goals
- Pairs technology and data skills with healthcare compliance depth (HIPAA, CMS, Medicaid, Medicare)
- Fills discrete, ownable task areas: technology, admin, records, compliance, healthcare operations
- Work grounded in direct federal and healthcare industry experience, not generic process
- Scales delivery capacity as task order volume increases
- One consistent point of accountability on every engagement

FOUNDER'S RELEVANT EXPERIENCE (the foundation of KYB Group's delivery standards)

General Dynamics Information Technology · Federal Contract Support
Analyzed 500+ adverse event reports annually with 98% accuracy. Developed federal data validation procedures and quality control checklists for compliance with federal reporting standards.

CareMetx · Healthcare Compliance & Process Analysis
Analyzed prior authorization workflows, cutting cycle time by 50% and improving data accuracy by 35%. Built executive KPI dashboards supporting data-driven leadership decisions.

Intersolutions · Compliance Risk Assessment
Led compliance risk assessments across operational units, standardized compliance documentation and strengthened audit readiness under federal workplace safety and housing regulations.

Inova Fairfax Hospital · HIPAA & CMS Compliance
Conducted HIPAA and CMS compliance audits, developed SOPs that reduced onboarding time by 40%, and reviewed system workflows to find gaps affecting data quality and financial operations.

RiseUp with ServiceNow · Application Development Program
Co-built a scoped ServiceNow application with a custom data model, Flow Designer automation, business rules, role-based security and Service Portal experiences, testing every user role end to end.

FOUNDER'S RESULTS (achieved in prior roles)

98%	50%	35%	40%	500+	LSS
Federal reporting accuracy (GDIT)	Faster auth cycle time (CareMetx)	Data accuracy gain (CareMetx)	Onboarding time cut (Inova)	Federal reports a year (GDIT)	Lean Six Sigma certified

CORE COMPETENCIES

- Technology, data & workflow automation
- Administrative & operational support
- Records & data management
- Compliance & documentation (HIPAA · CMS · Medicaid · Medicare)
- Healthcare operations support
- Task order execution & subcontractor coordination

DIFFERENTIATORS

- Woman-owned small business
- Technology skills paired with federal & healthcare compliance experience
- ServiceNow application development & administration
- One point of accountability on every engagement
- Scalable delivery as task order volume grows
- Lean Six Sigma certified leadership

CERTIFICATIONS & CONTRACT DATA

CAGE Code | UEI	22PJ6 | TM9PTGQLQMV4
NAICS Codes	541511 · 541512 · 541519 · 541611 · 541618 · 561110 · 561320 · 621999
NIGP Codes	91806 · 91820 · 94807 · 95856 · 95882 · 94610
Business Status	Woman-Owned Small Business · Small Business
Credentials	Lean Six Sigma · RiseUp with ServiceNow (Graduate)
Registration	SAM.gov Registered · All Awards · Prime & Subcontractor
Entity Type	LLC · Dallas, Texas · Remote Engagements Nationwide