REQUEST FOR PROPOSAL:
RFPB202001 – CII/CPAR Lead

The Alberta Medical Association Accelerating Change Transformation Team (ACTT) is seeking a qualified respondent to contract out for a CII/CPAR Lead.

This contract offer is up to a maximum of 1,260 hours at a maximum rate of $127 per hour.

Contractors are invited to submit a Letter of Intent and a summary of relevant experience and qualifications before February 26, 2020 (or until a suitable contractor is found) to: ProjectOffice@albertadoctors.org

The contract period runs April 1, 2020 – March 31, 2021

Program Overview

The AMA ACTT supports physicians and other clinical team members to advance care delivery within their practice environments. This support is completed by developing the right products, tools and resources; building capacity in Primary Care Networks and other groups through training and networks of practice; supporting implementation; and acting as trusted advisor to physician leaders. This includes developing content, building capacity and engaging stakeholders.

ACTT provides support to the PCN Zonal Committees, Primary Care Networks and other physician-led groups to advance:

- Accountable and effective governance
- Patient’s Medical Home
- Health needs of the community and population
- Strong partnerships and transitions of care
- PCN Zonal Priorities
- Health Neighbourhood

The ACTT program works closely with key stakeholders including Primary Care Networks, Alberta Health Services, Alberta College of Family Physicians and Alberta Health.

Summary and Key Deliverables

Finalize the plan with AH, AHS and HQCA to advance continuity enabling technology CPAR and CII
- Finalize the development & implementation of a plan to build capacity in AMA Integrated Program Staff to advance deliverables and achieve targets as outlined in the Provincial CPAR/CII plan and AMA Block Funding Agreement
- Develop a plan to build capacity within PCN Change Agents (Improvement Facilitators and Physician Champions) to support implementation of the continuity enabling technology - CPAR and CII
- On behalf of AMA build awareness and readiness for CPAR/CII adoption
- Develop and test tools and resources to advance practice level adoption
- Develop and maintain the AMA internal initiative management documentation, including project plans, key deliverables
- Develop progress tracking system
- Train Change Agents, Internal AMA staff and clinic teams to implement CPAR/CII
- Develop and Implement a Communication Plan
- Develop and Deliver Presentations
- Provide content expertise and consultation to the Integrated Program Directors and team members, Physician Leaders & other stakeholder in the following areas as required.
  - Patients Medical Home
  - Integration
  - Continuity - CPAR and CII technology
  - Primary Care EMRs
  - Quality improvement
  - Change management
  - Capacity Building
  - Primary Care Research
- Establish effective collaboration and communication with stakeholders including other branches of the AMA, Alberta Health, Alberta Health Services (including Alberta AIM), the University Health Sciences faculties and researchers, Alberta College of Family Physicians, Alberta College of Physicians and Surgeons, the Health Quality Council of Alberta and other health system partners
- Coordinate with Portfolio Leads and provide regular verbal and written reports

Required Qualifications

The AMA ACTT is looking for a contractor with necessary experience to be able to effectively execute the above deliverables. Along with your letter of intent, please provide us a summary of your applicable education, designations and experience completing similar projects and/or deliverables.