



REQUEST FOR CONTRACT:

April 1 2019-March 31 2020

RFP201903

INTRODUCTION

The Alberta Medical Association Integrated Programs is seeking to contract to support key deliverables as outlined below.

This contract offer is up to a maximum of 900 hours and a maximum rate of \$87 per hour.

The contract is open to direct contracting only and not subcontracting.

Contractors are invited to submit a Letter of Intent and a summary of education, skills and experience to the following email address: **ProjectOffice@albertadoctors.org**

The contract period runs April 1, 2019 through March 31, 2020.

PROGRAM OVERVIEW

The AMA Integrated Program team 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.

The programs provide 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 Integrated Program works closely with key stakeholders including Primary Care Networks, Alberta Health Services, Alberta College of Family Physicians and Alberta Health.

DELIVERABLES REQUIRED

Primary Care Research

Provide specific expertise in project management and research methods in the overall coordination of primary care research projects.

- Coordinate all aspects related to research projects including (but not limited to):
 - Primary Care Research Team training and skill development
 - Data collection
 - Coding, validation, synthesis and analysis
 - Summarizing and development of mental models
- Conduct primary data collection using suite of research tools
- Write and revise final report on research projects
- Development of manuscripts for publication submission
- Develop Knowledge Translation products to support uptake of research findings
- Collaborate with other portfolios to support uptake of research findings into primary care practice
- Provide regular verbal and written reports to Director of AMA