

Minnesota Department of Health

Funding Opportunity for Transitions in Health Care and Application

Description of Project

“Health Care Home (HCH) Minnesota Transition in Health Initiative”

This pilot project involves a collaboration between the Health Care Home Initiative in the Minnesota Department of Health (MDH), the National HealthCare Transition Center (NHCTC), Family Voices of Minnesota and three selected pediatric clinics certified as a Health Care Home (or in process to become certified). This project will develop a model of successful health care transition to adult care for youth with special health care needs and their families by testing strategies, tools and materials supplied by the NHCTC. Family Voices will provide technical support, and funding will be made available through MDH. This pilot project requires engagement of youth with special health care needs and their families along with the experience of pediatric providers to test and implement health care transition tools, strategies, and a transition model that can be disseminated statewide and nationally.

More information on the HCH can be found at: <http://www.health.state.mn.us/healthreform/rfp/index.html>.

Goals and Objectives

By the end of this project, participating clinics will be able to:

- Initiate strategies that promote successful transition in healthcare within the pediatric clinic.
- Meet the objectives of the National Transition Center to test tools and materials and collect data.
- Develop strategies to engage youth with special health care needs and their families in transition programs and policies that can be replicated statewide and nationally.
- Develop strategies to seamlessly integrate transition policies and practices into clinic procedures.

These outcomes will be accomplished through the testing of tools, development of model policies and creation of work products/documents by the selected clinics. The project will need to gear up quickly and be completed by 12/31/12.

Project Tasks/Deliverables of Selected Clinics- All tasks completed by 12/31/12

- 1) Form a Health Care Transition team that includes a minimum of two parent partners who have a child with special health care needs and a youth with special health care needs.
- 2) Develop and implement transition policies for their clinic with guidance from the NHCTC.
- 3) Test tools, strategies, materials provided with a minimum of 12 patients per clinic over a period of twelve months. Patients/families must be at various points on the transition continuum so that all tools will be tested.
- 4) Partner with at least 1 or more adult care providers who agree to test tools on the adult side of care.
- 5) Agree to participate as a “Minnesota Learning Community” by phone or webinar on a monthly basis to be determined by Family Voices and the NHCTC.
- 6) Provide a summary report back to MDH describing the work accomplished.
- 7) Present work and lessons learned at a HCH learning collaborative or other appropriate forum.
- 8) Collect and submit data elements per the direction of the NHCTC

Total budget for the project is not to exceed \$5,000/ clinic. Funds may be used to offset staff or provider time in testing and implementing tools and policies and participating in the learning community, for stipends for parent/youth partners, and supplies and materials.

Desired Skills and Knowledge

Qualified pediatric clinics will have to be:

- Certified as a Health Care Home or in process to become certified
- Currently working on quality improvement initiatives related to transitions or demonstrated ability to do so

Questions

Questions concerning this funding opportunity should be directed either by phone or e-mail to either:

Kathy Wick, Supervisor, Health Care Homes
Email: Kathy.Wick@state.mn.us
Telephone: 651-201-4064

OR

Cherylee Sherry, Planner, Health Care Homes
Email: Cherylee.Sherry@state.mn.us
Telephone: 651-201-3769

Response Delivery

All responses must be in writing.

All proposals must be received not later than **4:00 p.m., Central Standard Time, Tuesday, January 17, 2012.**

To meet the deadline, proposals must:

1. Be hand delivered to the address below before 4:00 p.m., January 17, 2012; or
2. Arrive by mail, Fed Ex, or courier by 4:00 p.m., January 17, 2012.

Three copies of the complete application should be sent to:

Street Address (hand or courier delivery)	US Postal Service Mailing Address
<p>Cheryl Girouard Minnesota Department of Health Community and Family Health Division Golden Rule Building 85 East Seventh Place, Suite 220 St. Paul, MN 55164 *Hand delivered proposals <u>must</u> be dropped off at the 2nd floor reception desk of the Golden Rule Building – Suite 220</p>	<p>Cheryl Girouard Minnesota Department of Health Community and Family Health Division P.O. Box 64882 St. Paul, MN 55164-0882</p>

Late applications, applications lost in transit by courier, faxed or emailed applications will not be considered for review.

All fully completed applications received by the due date and time will be evaluated.

Application Response and Scoring

Respondents should submit proposals using the format outlined below. Responses will be evaluated using the criteria for each section, and each section will make up the percentage of total points listed in parentheses.

Include the following identifying information in the submitted proposal:

Pediatric Clinic Name:

Name of Main Contact Person:

Email:

Phone:

Mailing Address:

Signature/Name of clinic/system administration:

- **Section 1: Organization Description, Qualifications and Experience (30%) Limit to 1 page.**
Please describe the skills and experience of the organization and lead staff and their expertise in healthcare transition with youth with special health care needs. Describe briefly the resources and capacity that will be dedicated to perform project tasks and produce deliverables. Include an example of a quality improvement initiative in health care transition that your clinic implemented or a proposed imitative with evidence of sufficient structure to do so.
- **Section 2: Work Plan and Project Narrative (50%) Work plan, goals/objectives, strategies and time line. Limit to 1 -2 pages.**
Please provide a work plan and brief narrative that reflects the project tasks enumerated above, and the stated goals and objectives. Include a timeline that details a quick start and ability to complete the tasks within the timeframe of this project. Discuss strategies to engage youth with special health care needs and their families as members of the transition team.
- **Section 3: Budget and Justification (20%)**
Describe how your clinic would use these funds within the project timeline. Provide sufficient detail of anticipated expenditures to accomplish project tasks.