Project Title
New York State Coverdell Stroke Program

Project Purpose
The Coverdell Stroke Program is a quality improvement program within the New York State Department of Health (NYS DOH) addressing stroke. The Program was initiated in 2012 with funding from a 3-year grant awarded to Health Research, Inc. (HRI) from the Centers for Disease Control (CDC) and the Paul Coverdell National Acute Stroke Program (PCNASP). In July 2015, HRI/NYS DOH was successful in receiving a new 5-year grant to support the expansion of the Coverdell Program. The expanded HRI/NYS DOH Coverdell Program aims to support the development of comprehensive stroke systems to achieve improvements in primary care, EMS, hospital, and post-acute care to prevent and reduce the burden of stroke. Success will be measured through improvements in care delivery throughout the care continuum and patient outcomes including: improved recovery, improved adherence to post stroke guidelines, reduced complications, reduced readmissions, and reduced early mortality for acute stroke patients.

This project will support a Quality Improvement (QI) Advisor to provide practice facilitation to assist the Stroke Coordinators as Coverdell hospitals implement best practices to improve acute care for stroke. The Coverdell hospitals are a sample of New York State Designated Stroke Centers and include academic medical centers and community hospitals. There are currently 51 hospitals that are enrolled to participate in the Coverdell Stroke Program. The QI Advisor will work with any of the Coverdell participating hospitals that express interest in having practice facilitation support. Practice facilitation should originate through phone, email, phone conferencing, or video conferencing. The QI Advisor should also budget for the following day trips: two day trips to Albany, NY to meet with the Program Director and the Program Manager, and one day trip to New York City to meet with the external guidance group.

The QI Advisor will also support the HRI/NYS DOH Coverdell Program Team and Manager in coordinating learning opportunities to review best practices in stroke care. These learning opportunities should include presentations from practitioners and address improvement opportunities suggested by hospital performance data and recommendations from an external guidance group advising the HRI/NYS DOH Coverdell Program. The QI advisor will assist Stroke Coordinators at Coverdell hospitals by reviewing current data on performance areas, reviewing the composition of the Coordinators improvement team, assessing current practice and workflow and providing consultation on strategies for implementing best practices.

The work of the QI consultant will contribute to the following overall goals: improving the quality and timeliness of acute stroke care in the ED and inpatient hospital setting throughout NYS, reductions in; stroke mortality, disability, and re-hospitalizations within 30 days.

Consultant Contract Period: April 11, 2016 – June 30, 2016 (renewable for up to five years)
Consultant Contract Hours: up to 400 hours
Method of Accountability: Biweekly phone meetings with Ian Brissette, Ph.D., Project Director and Krystal Parrigan, M.S. HSA, Program Manager.

Consultant Scope of Work/Deliverables

1. Initial Scope Of Work assessment with Coverdell hospitals
   i. Complete interviews to gather information on best practices from high performing Stroke Centers and Coordinators;
   ii. Complete interviews with Coverdell hospitals requesting practice facilitation support to determine current practices and review data on current performance;
2. Identify opportunities for improvement based off data and needs of Coverdell hospitals to review during learning opportunities
3. Provide tailored quality improvement support to hospitals by working with hospitals to develop and implement improvement plans. Improvement plans should:
   a. Establish goals
   b. Identify strategies for addressing goals
   c. Develop a method for tracking progress over the project period
4. Complete monthly follow up calls with coordinators to evaluate progress, suggest mid-course corrections and sustain improvements
5. Summarize information about hospital activities and progress in monthly written summaries and describe progress of cohort of Coverdell hospitals on monthly webinars and calls hosted by the HRI/NYS DOH program.
6. Attend two day trips to Albany to meet with the New York State Department of Health, Coverdell Program Director and Program Manager.
7. Attend one day trip to New York City to meet with the New York State Department of Health Coverdell program staff and the Coverdell external guidance group.

Submission:

Bid submissions must include:
- Resume/CV
- Estimated project timeline
- Example of a QI project that you have designed and implemented
  - Written summary of analysis
  - Key improvements
  - Outcomes

Bid must demonstrate:
- Experience with creating and implementing QI projects
- Experience using Get With the Guidelines for QI initiatives and planning
- Experience engaging hospital staff as stakeholders in QI processes
- Experience facilitating group learning sessions
- Experience/expertise in acute care for stroke and/or cardiac events
• Budget that includes:
  o Estimated number of hours of work
  o Hourly rate
  o Cost of any travel and/or other expenses

**Bid Proposals**

_Bid proposals will be scored as follows. The contract will be awarded to the highest scoring bid._

_Demonstrated capability and experience 75%
Rate per hour and relevance to scope of work 25%
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The awardee will be required to sign a contract with HRI that includes the following language: Consultant acknowledges and agrees that all work products, deliverables, designs, writings, inventions, discoveries, and related materials, (Collectively “Works”) made, produced or delivered by Consultant in the performance of its obligations hereunder will be owned exclusively by HRI. All copyrightable Works are “works made for hire.” Consultant will assign, and hereby assigns and transfers, to HRI all intellectual property rights in and to Works, including without limitation, copyrights, patent rights, trademark rights, and trade secret rights. Consultant further agrees that “he/she/it” shall not claim or assert any proprietary interest in any of the data or materials required to be produced or delivered by Consultant in the performance of its obligation hereunder. Consultant warrants that all Works shall be original except for such portion from copyrighted works as may be included with Consultant’s advance permission of the copyright owner(s) thereof, that is shall contain no libelous or unlawful statements or materials, and will not infringe upon any copyright, trademark or patient, statutory or other proprietary rights of others. Consultant further agrees that “he/she/it” will not publish, permit to be published, or distribute for public consumption, any information, oral or written, concerning the results or conclusions made pursuant to this Agreement without the prior written consent of HRI.

Please email your submissions to:

Krystal Parrigan, Program Manager at krystal.parrigan@health.ny.gov by no later than 5:00pm on April 1, 2016. Please pdf or zip the bid file, as large files may bounce back to you, jeopardizing receipt by the submission deadline. All email communications should contain the following subject heading: QI Consultant Practice Facilitation Coverdell Stroke Program Bid.