



**Request for Proposals (RFP) 2017
Needs Assessment
Seniors Safety and Quality Improvement Program (SSQIP)**

DEADLINE TO SUBMIT PROPOSAL: September 18th, 2017 (by 5 pm PST).

Organization Background

BC Care Providers Association (BCCPA) is a non-profit continuing care association representing service providers in residential care, home care, assisted living and home support in British Columbia. Further information can be located on our site bccare.ca.

In 2017 BCCPA was awarded a grant to develop and manage a new province-wide *Seniors Quality and Safety Program*. Currently all non-government publicly funded residential care homes operating within the province are eligible to participate in the program.

Purpose of Request

BC Care Providers Association (BCCPA) is seeking proposals to conduct a comprehensive province-wide needs assessment. The assessment is focused on the current and future need for the purchase of equipment and technology to support the effective and safe delivery of high quality seniors care in the province.

The needs assessment is to determine for residential care home providers:

- Current and future need for the purchase of equipment, technology and software to enhance quality care and safety within the care setting.
 - Results must be available for review in aggregate form across the province and broken down by the various regional health authorities.
- Types of equipment considered highest priority in the short-term (12-24 months).
- Types of equipment considered a priority for mid to long-term needs (2 to 5 years)
- Estimated financial requirements for ongoing maintenance and servicing to support the purchase of new safety related equipment, technology or software.

- Estimated financial impact related to staff training in support of new safety related equipment, software or technology purchases.
- Scope of existing Health Authority and other government programs that currently fund equipment purchases.

The needs assessment will survey a sampling of home care and assisted living providers to determine:

- Current and future need for the purchase of equipment, technology and software to enhance the delivery of quality care and support safety initiatives.
- Estimated requirements for ongoing maintenance and servicing to support the purchase of new safety related equipment, technology or software.
- Estimated financial impact related to staff training in support of new safety related equipment, software or technology purchases.
- Scope of existing Health Authority and other government programs that currently fund safety related equipment, technology and software purchases.

Scope of Request

The scope includes an environmental scan and survey of non-government owned-operated care providers across the province to determine their funding needs as it pertains to the purchase of new safety related equipment, technology and software. Both qualitative and quantitative data is to be incorporated in the survey to capture special needs as well as care provider impacts according to size and capacity.

Once complete, the survey information will serve as a baseline to feed into the prioritization of short and long-term fund allocation whereby care providers submit an application as validation of meeting the criteria and eligibility for funding approval and disbursement.

Proposals Must Clearly Indicate:

1. Capacity to administer large data sets with correlations
2. How data will be collected, shared, accessed and analyzed
3. Estimated timeline for completion of the needs assessment findings and compilation of reports
4. Potential limitations
5. Bid amount
6. Appendix of related work (proof of competency)

Questions

Bidders can pose questions for clarification via email to the Director of Programs – Snezana Ristovski snezana@bccare.ca.

Response Date

Bidders need to submit their responses no later than September 18th, 2017 at 5:00 pm (PST) to the Director of Programs – Snezana Ristovski snezana@bccare.ca.

Confidentiality

Proposals will be kept confidential.

Terms and Conditions

This Request for Proposal is only an invitation for a proposal and no contractual obligation on behalf of BC Care Providers Association shall arise from the process unless a formal contract is signed between BC Care Providers Association and the successful applicant. This RFP does not commit BC Care Providers Association to pay any cost incurred in the preparation or submission of any proposal or to procure or contract for any services.

BC Care Providers Association reserves the right to accept or reject any proposals, to revise the RFP, to request one or more re-submissions or clarification from applicants, or to cancel the process in part or whole. No applicant is obligated to respond or to continue to respond to the RFP after submission and/or the closing date.

The BC Care Providers Association reserves the right to:

- Reject any or all proposals;
- Re-issue this Request for Proposal;
- Cancel this Request for Proposal with or without issuing another RFP;
- Supplement, amend, substitute or otherwise modify this Request for Proposal;
- Permit or reject modifications to or corrections of proposals; and
- Request any additional or clarifying information or more detailed information from any proponent.

Thank You for Your Interest