

Illinois Chapter

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American Academy of Pediatrics 
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REQUEST FOR EVALUATION PROPOSALS FOR GRANT PROJECT

Illinois COVID-19 Vaccine Integration into Care

RFP Bidders Application Package

Funding for this grant project is provided to Illinois Chapter, American Academy of Pediatrics through Illinois Department of Public Health

Funding Details:

Funding Awarded: \$5 million

Grant Start Date: August 1, 2021

Initial Grant Period: August 1, 2021 to June 30, 2022 (with no-cost extension likely through December 2022)

Funding Available to Support Evaluation: Up to \$70,000

ICAAP Evaluation RFP:

Issue Date: September 30, 2021

ICAAP Evaluation Proposal and Bidder Due Date: October 18, 2021

Bidders Proposal Zoom Interviews with ICAAP: Week of October 18, 2021

Anticipated Evaluator Notification: October 25, 2021

ICAAP Key Project Staff:

ICAAP Office: 310 S. Peoria Street, Suite 304, Chicago, IL 60607

<https://illinoisAAP.org/>

Jennie Pinkwater, MNM, Executive Director

Kathy Sanabria, MBA, PMP, Associate Executive Director, Project Co-Director

Stephanie Atella, MPH, CHES, Immunizations Project Director, Project Co-Director

Request for Proposal to Develop and Implement Project Evaluation

Problem Statement

While historical and exceptional work has been done around COVID-19 mass vaccination efforts, there are Illinoisans who have not been vaccinated and herd immunity has not yet been reached (80-85%). There is a need to normalize the COVID-19 vaccine and incorporate vaccinating into routine medical care workflows. Through this grant opportunity, ICAAP, Illinois Academy of Family Physicians (IAFP), and Extension for Community Health Outcomes (ECHO) Chicago will leverage their expertise, experience, and relationships to implement training and technical assistance to support providers in distributing COVID-19 vaccination statewide. This project will help to ensure eligible patients are being immunized at every opportunity and providers are prepared for immunizing additional age-groups and special at-risk populations as vaccines are approved.

Background

The Illinois Chapter of the American Academy of Pediatrics (ICAAP) has been awarded a grant contract from the Illinois Department of Public Health (IDPH) to support the expansion of COVID-19 vaccine administration into primary care practices, urgent care centers, and emergency department and hospital inpatient discharge processes as part of the patient workflow.

ICAAP is a 501c3 membership organization incorporated in 1975. ICAAP has ~2,100 pediatrician members, plus affiliate members (medical students, nurses, family physicians). ICAAP's mission is to promote and advocate for optimal child, youth and family well-being, and access to quality healthcare while supporting our members. ICAAP is governed by a 12-member Executive Committee and has ten full-time staff.

The goal of the project, *COVID-19 Vaccine Integration into Care*, is to ensure Illinoisians are being immunized at every opportunity and providers are ready to immunize additional age-groups and special at-risk populations. ICAAP will focus on recruiting providers in areas of the state with low vaccine uptake and high social vulnerability index. Additionally, ICAAP will seek to engage primary care practices with a high proportion of patients enrolled in Medicaid and Disproportionate Share Hospitals (DSH), hospitals included in the Health Resources and Services administration Small Rural Hospital Improvement Program (SHIP), and other hospitals that serve a high proportion of patients with no routine source of care. Local providers in primary care and hospital networks from each of the eleven COVID-19 regions in Illinois will be enlisted to support this project. View the COVID-19 regional phase dashboard [here](#).

Through this project, ICAAP will support two learning “Academies” for healthcare provider organizations, one for hospitals and one for nonhospital providers.

NOTE: Project Phases are overlapping. Healthcare providers can select and start with whatever Phase suits their needs best.

Project Phases (Overlapping)

Phase one – COVID-19 Vaccine Bootcamps: Four web-based, live weekly sessions will provide foundational knowledge and skills related to COVID-19 vaccine administration and distribution. Topics will cover operational issues including how to become a COVID-19 vaccinator, developing a process for identifying unvaccinated patients/outreach steps, how to embed reminders for vaccines in clinical decision support (EMR, task lists, etc.);

handling and preparing COVID-19 vaccine; post-vaccine process; patient engagement; and strategies for overcoming vaccine hesitancy through culturally and linguistically appropriate methods. Bootcamps will be led by a multidisciplinary team with experience in implementing COVID vaccinations. New cohorts will be enrolled every other month. This portion of the project will be led by ICAAP with ECHO-Chicago serving as a consulting group. Estimated Timeline: November 2021 launch – June 2022

Phase two – Learning Collaborative Sessions: Web-based, live drop-in weekly learning collaboratives will focus on the practical issues of COVID-19 vaccine implementation, providing a forum for providers to engage with their peers around solving real-world barriers to COVID-19 vaccine implementation. Facilitator teams will start each session with a brief didactic on the topic of the week. The remainder of the time will be for participants to share their cases or operational challenges. This structure allows participants to apply the knowledge gained and openly discuss the challenges of implementing recommended best practices. These sessions will be available to all bootcamp cohorts and providers in the state who are interested in participating. This portion of the project will be led by ECHO-Chicago serving as a consultant to ICAAP. Note: ECHO Chicago will conduct an evaluation of Phase 2. These findings will be made available to ICAAP’s evaluator so highlights can be included with ICAAP’s overall evaluation report, or referred to in an appendix. Estimated Timeline: November 2021 launch – June 2022

Participating healthcare provider organizations and others will receive culturally and linguistically appropriate outreach materials and will have access to an ICAAP developed and supported **COVID-19 Academy website**. A **do-it-yourself (DIY) toolkit** for integrating COVID-19 vaccines into clinical workflows will also be available for providers who do not participate in the Academies.

Request for Evaluation Proposal: Bidder Specifications

In addition to collecting standard metrics related to project participation (tracking numbers of Academy and training attendees, training evaluations completed, CME certificates issued, etc.), it is requested that the evaluator(s) employ **developmental evaluation principles** such as those described by MQ Patton, 1994, *Developmental Evaluation, Evaluation Practice*, 15, 3: 311-319 or other accepted developmental approaches.¹⁻⁴ This project will also implement elements of Improvement Science and encourage the use of short Plan, Do, Study, Act (PDSA) cycles⁵ to drive change. This approach will permit the evaluation to 1) report on standard project metrics outlined in the grant application, 2) analyze the process utilized to develop the project, and 3) support the ongoing effort to integrate and strengthen services that allow for COVID-19 vaccine administration.

ICAAP recommends that **the developmental portion of the evaluation proposal focus on four thematic activities:**

1. A **process evaluation** that documents the initiation, planning, development, implementation, execution, and control of project
2. **Quantitative and qualitative evaluation** of trainings
3. **Development of project surveys** and other data collection tools
4. **Effectiveness** of virtual coaches in supporting providers to administer vaccines and adapt to change

It is also requested that the evaluation plan include analyses of:

1. Advisory Planning Group
2. Roundtables/Learning Sessions Held to Inform Project
3. Development and analyses of Practice and Hospital Readiness Surveys to Deliver COVID Vaccines

4. CME-Approved Training Curricula
5. Participation of Coaches and Providers in Eleven Illinois COVID-19 Regions
 - a. Recruitment and retention of subject matter experts/coaches for each region
 - b. Effectiveness of coaches in supporting providers on vaccine distribution
6. Development and utilization of DIY Toolkit (for those who do not participate in Academies)
7. Effectiveness of Project Website

To accomplish the above tasks, throughout the project, **the evaluator(s) will have access to:**

1. Grant application, workplan, metrics, and project materials
2. Participation in monthly project update meetings
3. Virtual “coaching sessions” offered to providers and hospital systems
4. Vaccine Bootcamp Sessions
5. Learning Collaborative Sessions

Anticipated Project Evaluation Timeline

1. Develop an evaluation plan based on this Bidders Package– October 2021
2. Develop/field digital survey of primary care providers and hospitals on COVID-19 vaccination readiness and/or expansion of vaccine distribution – November 2021
3. Consider options for applying for Institutional Review Board (IRB) approval for relevant portions of project – November 2021
4. Analyze survey data – November 2021 to June 2022
5. Evaluate project based on roll out – October 2021 to December 2022
6. Develop Evaluation Report and Executive Summary – October 2022 to December 2022
7. Participate with Project Directors/Lead Pediatrician Advisor in development of potential project Journal Article – October to December 2022 (modest supplemental funding may be available to evaluator to support manuscript writing)

Submit Evaluation Proposals/Bids

Proposals must include:

- Evaluation plan including budget (up to 10 pages)
 - Bids should address evaluator(s) credentials, qualifications, experience, and relevancy of previous evaluation/research work.
 - Consideration of ability to seek IRB approval for some elements of project. ICAAP is not affiliated with an IRB and may wish to seek access.
- Budget outline up to \$70,000
- CVs for evaluator(s)
- Two evaluation-related references with contact information

Please submit evaluation proposals along with CVs and two references to Kathy Sanabria, MBA, PMP, ICAAP Associate Executive Director, ksanabria@illinoisAAP.com, by October 18, 2021.

During the proposal preparation process, questions regarding the evaluation can be directed to:

Email: ksanabria@illinoisAAP.com
 Email: satella@illinoisAAP.com

Kathy Cell phone: 708-793-2577
 Stephanie Cell phone: 347-432-3428

Developmental Evaluation Sources

- 1) Ramirez R, Kora G, Shephard D. Utilization Focused Developmental Evaluation: Learning Through Practice. Journal of MultiDisciplinary Evaluation Volume 11, Issue 24, 2015, 37-53.
https://www.researchgate.net/publication/290390446_Utilization_focused_developmental_evaluation_Learning_through_practice
- 2) Patton, M.Q. (2008). Utilization-focused evaluation. Sage. Patton, M.Q. (1994). Developmental evaluation. Evaluation practice 15(3): 311-319
<http://danskevalueringselskab.dk/wp-content/uploads/2018/03/Seminar-1-Developmental.pdf>
- 3) Patton, MQ. Developmental Evaluation. Evaluation Practice, Vol 15, No 3, 1994, pp 311-319
http://innovationlabs.com/r3p_public/rtr3/pre/pre-read/Patton.DevelopmentalEval.pdf
- 4) BetterEvaluation
https://www.betterevaluation.org/en/plan/approach/developmental_evaluation
- 5) Science of Improvement: How to Improve. Institute for Healthcare Improvement, 2021. The Model for Improvement, developed by Associates in Process Improvement.
<http://www.ihl.org/resources/Pages/HowtoImprove/ScienceofImprovementHowtoImprove.aspx>