



RFP QUESTIONS AND ANSWERS

RFP Q&A Number:	1036085-RFP-01
Project Title:	Instructional Designer – MIHOU EQIPP Course
Application Deadline 11:59 pm CST:	January 9, 2023
Proposals must be emailed to:	385RFP@aap.org
Questions about this RFP must be submitted to the application email address above and will be accepted until:	December 19, 2022
Responses to questions will post on:	December 22, 2022

QUESTIONS AND ANSWERS

Question 1: Please provide additional information on the subject matter experts (SMEs) to be included. Were these individuals involved in development of the Maternal-Infant Health and Opioid Use (MIHOU) Virtual Learning Collaborative (VLC) and/or MIHOU ECHO (Extension for Community Healthcare Outcomes) project materials? Is their expertise primarily content-specific or related to quality improvement (QI)?

Answer 1: The SMEs working on this course have been involved with other education and quality improvement projects from the American Academy of Pediatrics (AAP), such as the referenced MIHOU ECHO and VLC. Their expertise encompasses both elements, educational content, and QI.

Question 2: Presumably the “course reviewers” are distinct from AAP staff and SMEs. Will AAP be responsible for identifying and recruiting these reviewers?

Answer 2: The AAP will be responsible for identifying and recruiting the SMEs and the course reviewers.

Question 3: The Quantity field in the Bid Price Form indicates “1 set” for each of the QI materials, learning objectives, and pre- and post-assessment items. However, the RFP describes 2 tracks, hospital-based and community-based pediatricians, each with associated QI indicators and objectives. Please confirm that 2 sets of learning objectives, QI materials and pre-post-assessments are desired (i.e., that one set is required for each of the 2 tracks).

Answer 3: Each track of the course - (1) hospital-based and (2) community-based, will have its own set of materials including learning objectives, QI materials and pre-and post-assessments.

Question 4: Please confirm that AAP developers will program the content into the EQIPP platform. If so, what does the item “OPTION A, Integration into performance system” on the Bid Price Form represent?

Answer 4: The AAP developers will program and build the course onto the EQIPP platform. Option A on the Bid Price Form is not mandatory, and the options are intended to be examples of additional services should bidding organizations wish to propose them. If proposals do not include additional options for consideration this section can be disregarded when budgeting for this project.

Question 5: The RFP states that the QI elements and educational content will be adapted from previous projects. Are these QI elements suitable for adaptation for the purposes of this course?

Answer 5: Previously developed QI elements and content were designed to serve the goals for other MIHOU QI projects (measures, data collection instruments) can be adapted for the purposes of this EQIPP course.