RFP QUESTIONS AND ANSWERS

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<th>RFP Q&amp;A Number:</th>
<th>810220-RFP-01</th>
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<tr>
<td>Project Title:</td>
<td>Identifying and Managing Social Determinants of Health</td>
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<tr>
<td>Application Deadline 11:59 pm CST:</td>
<td>November 22, 2019</td>
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<tr>
<td>Proposals must be emailed to:</td>
<td><a href="mailto:393rfp@aap.org">393rfp@aap.org</a></td>
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<tr>
<td>Questions about this RFP must be submitted to the application email address above and will be accepted until:</td>
<td>November 10, 2019</td>
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<td>Responses to questions will post on:</td>
<td>November 15, 2019</td>
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**QUESTIONS AND ANSWERS**

**Question 1.** Is there a more detailed description of the entire "Identifying and Managing Social Determinants of Health initiative?" I am specifically looking for more details on the three components listed in the RFP.

**Answer 1:** The three components include the Chapter Quality Improvement, the Screening, Technical Assistance and Resource (STAR) Center, and the National Advisory Board. The National Advisory Board will provide overall guidance and national direction. Their work is done on a large scale. The Chapter Quality Improvement project is meant to build capacity within AAP chapters to support pediatricians in addressing ACEs and toxic stress among children and families. The already created STAR Center will focus on identifying and creating resources around ACEs and toxic stress and also provide live, ongoing technical assistance to pediatric health care providers around how to integrate screening, referral, and follow up of SDOH in primary care practices.

**Question 2.** Does the National Advisory Board exist now, or will it be created in phase 3?

**Answer 2:** The National Advisory board currently exists and will be meeting regularly.

**Question 3.** What is the Project Advisory Committee, and who serves on that?

**Answer 3:** Both the CQI and STAR Center have their own, separate project advisory committees. These committees are made up of 8-10 experts in pediatrics, public health, child development, and include a parent representative. They advise on the specific arms of the project.

**Question 4.** Grant year 1 is actually 5 months not one year, correct?

**Answer 4:** Correct, the first grant “year” will be December 2-April 30th; subsequent grant years are May 1-April 30.

**Question 5.** How much of the materials and data collection tools that you used previously would be used again? Is there a change package?

**Answer 5:** This work was previously funded with a broader focus; as such, some items from the previous work will be available to tailor, revise, and add to, including an existing change package, key driver diagram, measures, and curriculum.

**Question 6.** The PAC calls 4-6 per year…. Is that for all 3 years?

**Answer 6:** The PAC will have calls between 4-6 times a year, lasting approximately 60 minutes in length. The PAC also meets once each year at AAP Headquarters.

**Question 7.** Evaluation…. Are you planning on a research type evaluation? Versus using the practice level measures and collaborative level measures as the evaluation?
Answer 7: An evaluation consultant will be engaged to evaluate the entire collaborative (whereas the QI Consultant will oversee just the QI arm of this project). The Evaluation consultant will work closely with the QI Consultant on the evaluation of this work, including using aggregate practice level data and qualitative reports, key stakeholder interviews, chapter and practice level interviews, and more, based upon a collaborative discussion between the QI consultant, evaluator, staff and PAC members.

Question 8. Am I correct in understanding that there are two levels of training.. the chapters in how to run a collaborative or in QI methodology as well as the practice level?
Answer 8: If so, what is the role of the chapter staff in running the collaborative other than recruitment? As this project aims to build capacity of chapters, the coaching will be aimed at chapter level staff, so chapters will learn how to coach practice teams.

Question 9. Year 3… conduct and analyze interviews…. any idea how many, that could either be a lot of work or less depending so it is hard to estimate time for that.
Answer 9: There is no agreed upon number of interviews at this time. There will be six chapters participating and each chapter will engage between 10-15 practices. The QI consultant, evaluation consultant, AAP staff and PACs will discuss and agree upon interview strategies.

Question 10. It would be helpful to better understand the evaluator’s role.
Answer 10: The evaluator will develop and execute an evaluation plan for all arms of this project (The QI Collaborative, STAR Center work, and National Advisory Board). More specifically, the evaluation consultant will work with the quality improvement consultant specifically on evaluating the QI collaborative, including evaluating the effectiveness of the collaborative, developing evaluation instruments, and conducting interviews with practice and chapter participants and key stakeholders, as well as analysis.