Workforce Training to Educate Health Care Professionals in Health Information Technology

Informational Session

February 23, 2015
3:00 – 4:00 PM ET

- Introductory Remarks

- ONC Grant Funding Overview

- Workforce Training to Educate Health Care Professionals in Health IT Program Overview

- Funding, Eligibility, and Application Information

- Application Responsiveness and Objective Review

Office of the National Coordinator for Health Information Technology

INTRODUCTORY REMARKS

Office of the National Coordinator for
Health Information Technology

Purpose of the Informational Session

- Provide information on the Funding Opportunity Announcement for Workforce Training to Educate Health Care Professionals in Health Information Technology (grant #: WF-WF-15-300)
- Describe the purpose and scope of services
- Explain the application and review processes
- Gather questions from interested organizations and individuals for subsequent response via the Frequently Asked Questions (FAQ) on ONC's website
- Provide links to additional information

Office of the National Coordinator for Health Information Technology

Informational Session Presenters

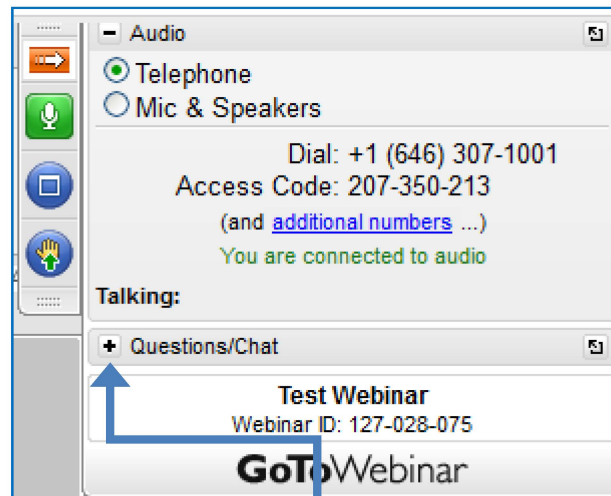|	
Kimberly Tavernia* Program Coordinator Office of Programs and Engagement ** Session Moderator*	**Carmel Halloun** Director, Grants Management Office of Procurement & Grants
Maggie Wanis Director, Delivery System Reform Division Office of Programs and Engagement	**Cinyon Reed** Workforce Program Manager Office of Programs and Engagement

Office of the National Coordinator for
Health Information Technology

Reminders

- This teleconference is being recorded, if you object please disconnect now

- Teleconference slides and recording will be available after the teleconference at http://healthit.gov/newsroom/workforce-training-educate-health-care-professionals-health-information-technology

- Please submit questions during the presentation. Any question not addressed in the FOA or the FAQs will be collected and evaluated, and the FAQs will be updated as needed

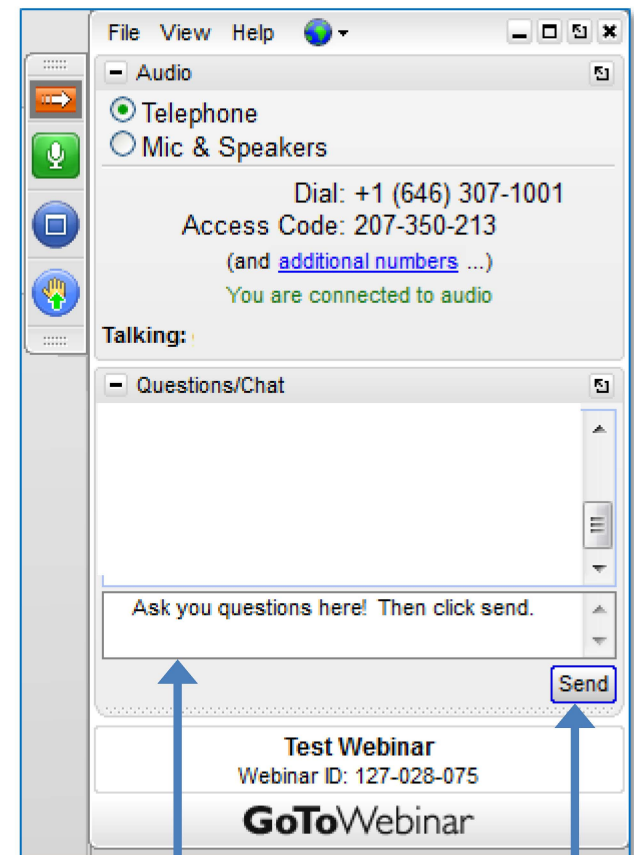- The FAQs can be viewed at [http://healthit.gov/newsroom/ workforce-training-educate-health-care-professionals-health-information-technology](http://healthit.gov/newsroom/workforce-training-educate-health-care-professionals-health-information-technology)

Office of the National Coordinator for Health Information Technology

How to Ask a Question

1

If your control panel is collapsed, click the **orange** arrow to expand it

2
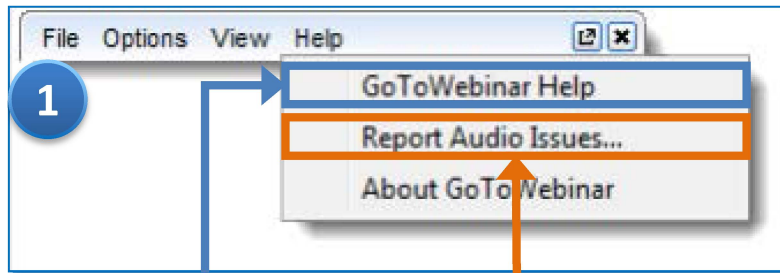
Open the questions pane by clicking on the black **+** icon

3

Type your question and click **Send**
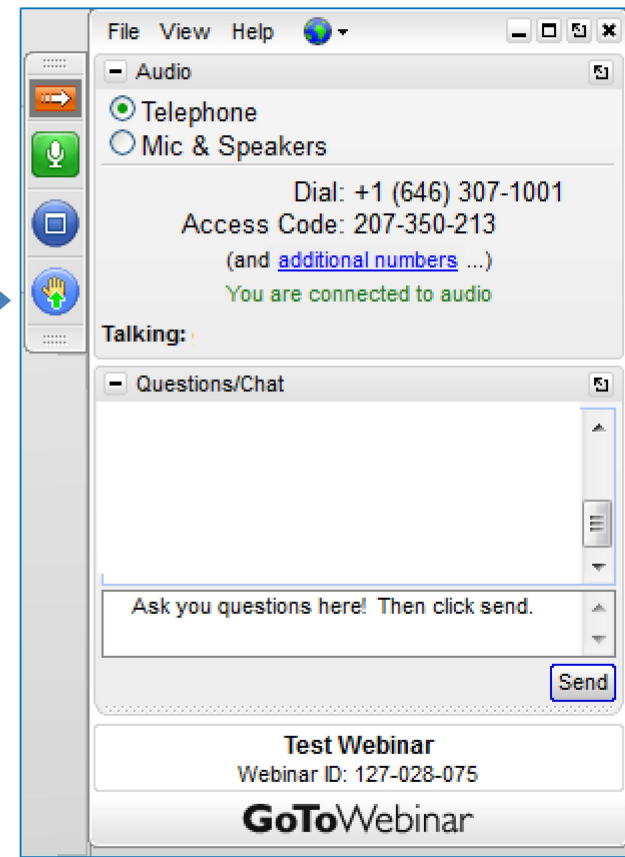
Online Webinar Help

To access webinar help, click **Help** at the top of your Control Panel

You can also "Raise Your Hand" to ask a question: Click the hand icon →

Select "**GoToWebinar Help**" to open the help center

Select "**Report Audio Issue**" to report an audio issue

During the last 5 minutes of the presentation, you can also raise your hand to ask a question. The moderator will unmute your line and ask you to identify yourself and state your question.

Office of the National Coordinator for Health Information Technology

ONC GRANT FUNDING – OVERVIEW

Office of the National Coordinator for
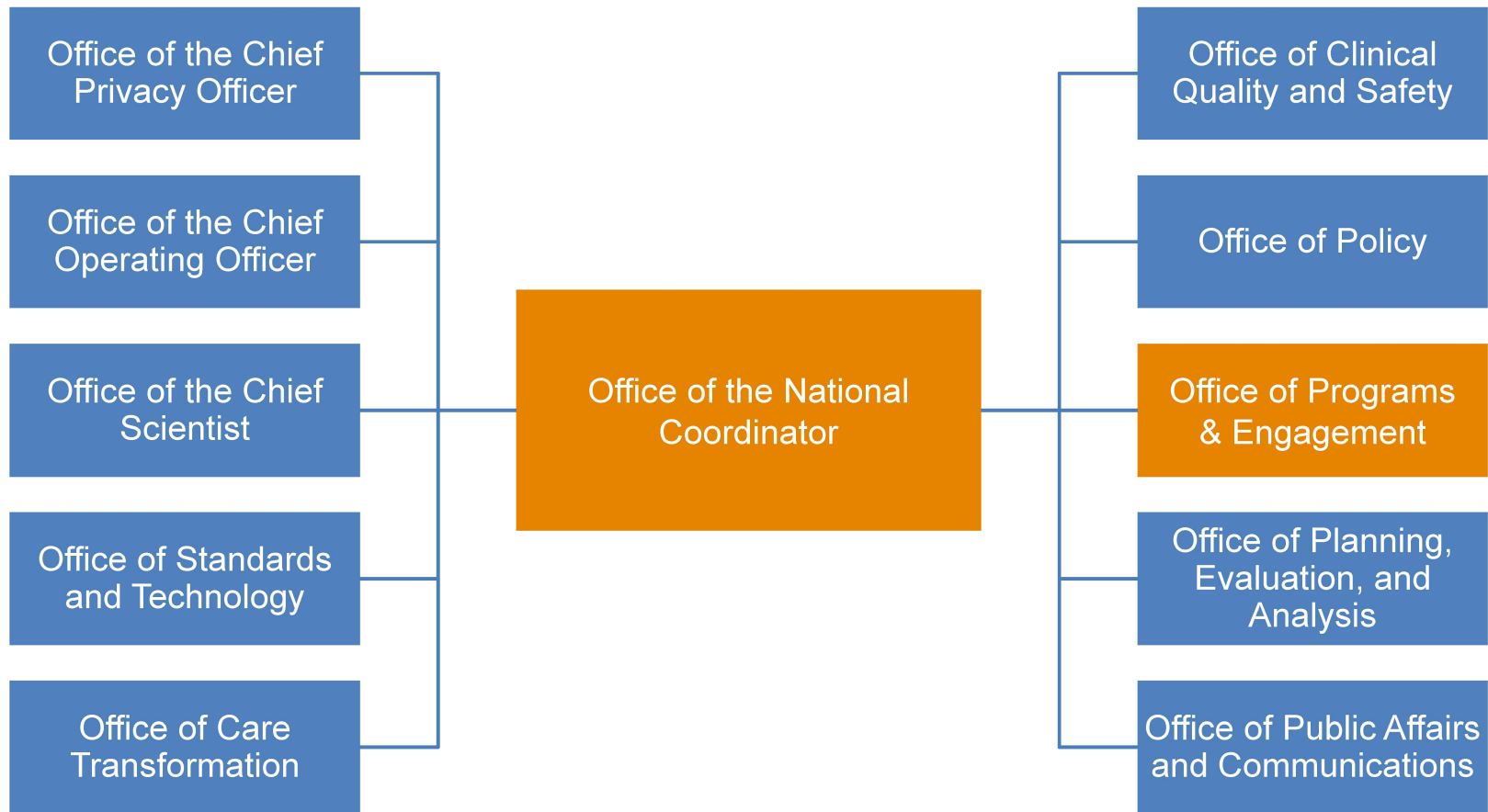Health Information Technology

ONC Grant Funding

- $36.1M available through three funding opportunities
- Promote improvements in health IT interoperability, infrastructure, and data quality
- Accelerate the adoption of health IT information exchange
- Expand training the needs of the health care professional to incorporate Meaningful Use criteria and care transformation programs
- Foster community-focused efforts to address population-level health challenges
- Encourage collaborative efforts to extend HIE services and interoperable health IT tools
- Support ongoing efforts to realize better health, better care, and lower costs

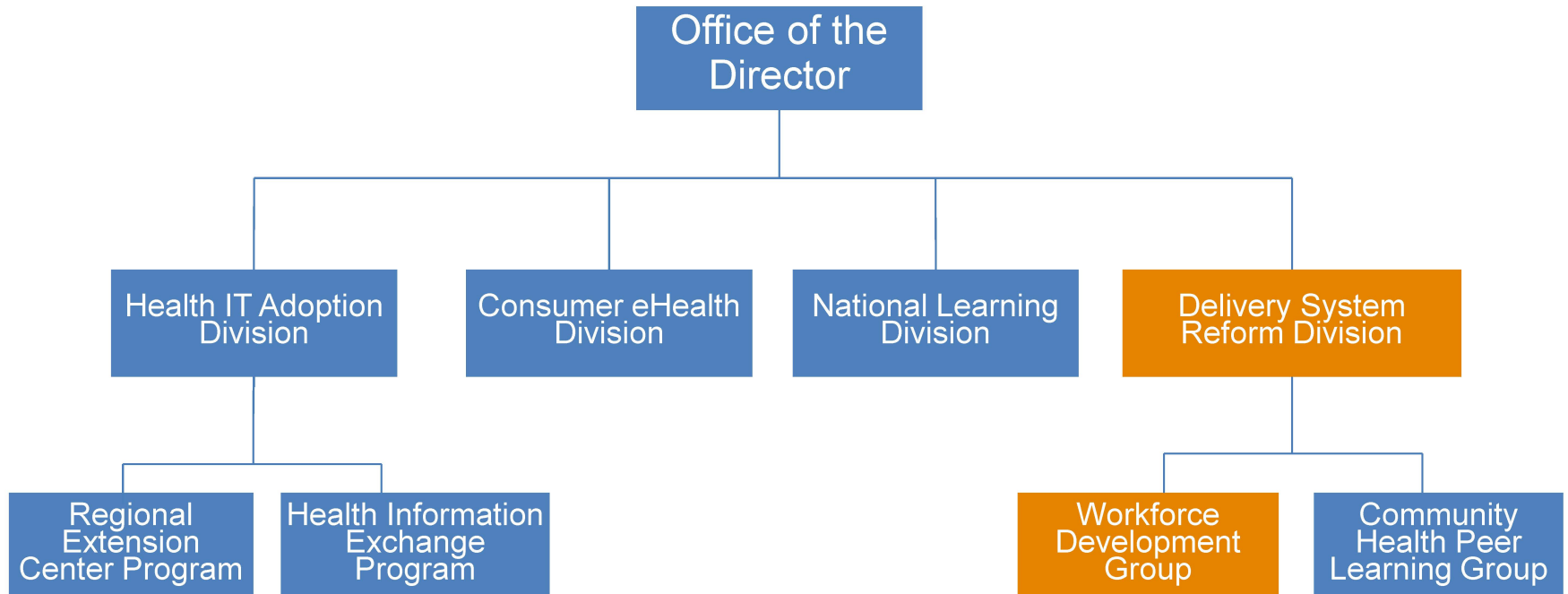Office of the National Coordinator for Health Information Technology

Snapshot of Available FOAs

Grant	Funding	Awards	Performance Period
Workforce Training to Educate Health Care Professionals in Health IT	$6.4M	5-7	2 years
Goal: Update health IT training curriculum and train 6,000 incumbent healthcare workers to more effectively deliver and coordinate patient care			
State Health Information Exchange	$28M	10-12	2 years
Goal: Leverage successes from initial State HIE projects to increase the adoption and use of interoperable health IT to improve care coordination.			
Community Health Peer Learning Program	$1.7M	1	2 years
Goal: Address population health care challenges through collaborative community efforts to effectively use health IT and identify new models of care			

Office of the National Coordinator for
Health Information Technology

ONC Organizational Chart

Office of the Chief Privacy Officer

Office of the Chief Operating Officer

Office of the Chief Scientist

Office of Standards and Technology

Office of Care Transformation

Office of the National Coordinator

Office of Clinical Quality and Safety

Office of Policy

Office of Programs & Engagement

Office of Planning, Evaluation, and Analysis

Office of Public Affairs and Communications

Office of the National Coordinator for Health Information Technology

Office of Programs & Engagement Organizational Chart

Office of the Director

- **Health IT Adoption Division**
  - Regional Extension Center Program
  - Health Information Exchange Program
- **Consumer eHealth Division**
- **National Learning Division**
- **Delivery System Reform Division**
  - Workforce Development Group
  - Community Health Peer Learning Group

Office of the National Coordinator for Health Information Technology

WF-WF-15-300

WORKFORCE TRAINING TO EDUCATE HEALTH CARE PROFESSIONALS IN HEALTH INFORMATION TECHNOLOGY – PROGRAM OVERVIEW

Office of the National Coordinator for
Health Information Technology

Workforce Training: Background & Purpose

- In 2010, ONC awarded approximately $118M to colleges and universities for the development of training materials and educational initiatives to meet projected workforce needs for Health IT training

- This grant will fund updates to the existing health IT training materials to incorporate modern care delivery processes and emerging health IT trends

- Updates will focus on four key areas:

  – Population health

  – Care coordination

  – New care delivery and payments models

  – Value-based care

- Once completed, training will be delivered to approximately **6,000** incumbent healthcare workers

Workforce Training: Scope of Services

- Perform a gap analysis of the existing ONC training materials

- Participate in an advisory board to advise on the development of training criteria and materials

- Field-test draft components of revised training materials

- Reconvene stakeholders to review and approve the proposed training prior to launch

- Make updated training materials 508 compliant and available through an online vehicle, such as ONC's website, beyond the project period of performance.

- Train a total of 6,000 incumbent health care professionals

Office of the National Coordinator for
Health Information Technology

Workforce Training to Educate Health Care Professionals in Health Information Technology

WF-WF-15-300

FUNDING, ELIGIBILITY, AND APPLICATION INFORMATION

Workforce Training: Summary of Key Details

Type of Award	Cooperative Agreement
Available Funding	$6,400,000
Number of Awards	5-7
Application Due Date	4/6/2015
Anticipated Award Date	5/1/2015
Performance Period	2 years
Anticipated Start Date:	6/1/2015

- Applicants are encouraged to submit a non-binding e-mail notice of intent to apply for this funding opportunity

- Submit by 3/2/2015, 11:59 P.M. Eastern Time

- Identify
  - Name of applicant organization
  - City and state
  - Funding Opportunity Announcement number WF-WF-15-300
  - Title: Workforce Training to Educate Health Care Professionals in Health Information Technology

- Send to: WorkforceFOA@hhs.gov

- Eligibility
  - This funding opportunity is open to the public in the United States
  - ONC anticipates that applicants will have experience and a working knowledge of the previous work product and the ability to update and develop materials as specified in the FOA
  - ONC also anticipates that the applicants will have experience in training Health IT professionals as specified in the FOA

- Applicants must:
  - Submit all material electronically through grants.gov – this process is outlined in the FOA
  - For assistance with submitting applications in Grants.gov, please contact the Grants.gov Helpdesk at support@grants.gov or call at 1-800-518-4726.
  - Have a Dun & Bradstreet (D&B) Universal Numbering System (DUNS) number
  - Register in the System for Award Management (SAM) at www.sam.gov – allow a minimum of 5 days to complete the registration – if you are already registered in SAM and have not renewed your registration in the last 12 months, you must renew your registration
  - Ensure the application meets application requirements and page limits

Workforce Training: Application Components

Component	Limit
Project Abstract	**<500 words**
Project Narrative	**20 pages**
• Problem Statement	<1 page
• Targeted Topic Areas	2-3 pages
• Proposed Approach	5-6 pages
• Collaborator Involvement	1-2 pages
• Project Management	1-2 pages
• Evaluation	1-2 pages
• Work Plan	1-2 pages
• Letters of Commitment	NA
• Process for Dissemination of Learning Resources	1-2 pages
• Budget Justification and Forms	NA

Office of the National Coordinator for
Health Information Technology

- Discuss your knowledge with ONC's previous Workforce Training program

- Describe the importance and significance of updating the previous Workforce Training program

- Describe the challenges facing incumbent healthcare workers

- Describe which of the four topic areas you will address:
  - Population health
  - Care coordination
  - New care delivery and payments models
  - Value-based care

- Discuss your current experience with training in these topic areas

- Discuss your knowledge of training work products and use of ONC Workforce Training materials

- Describe your approach to updating training materials and addressing the challenges described in the problem statement

- Present plans for collaborating with experts in training development and learning institutions

- Explain how instructional developers will be incorporated

- Note any major barriers anticipated and how they will be addressed

- Describe the instructional technology and format for creating the modules

- Present your methods for training health care professionals and describe setting and context of incumbent workers

- Delineate the roles and responsibilities of lead personnel and collaborating organizations

- Describe how staff and collaborating organizations will contribute to achieving the project's outcomes

- Specify who will have day-to-day responsibility for key tasks such as: project leadership; monitoring the project's on-going progress, preparation of reports; communications with other collaborating organizations and ONC

- Describe approach for monitoring and tracking progress on the project's tasks and objectives

Office of the National Coordinator for Health Information Technology

- The project work plan should reflect and be consistent with the project narrative and budget and should cover both years of the project period

- Identify important milestones and each major task or action step needed to reach those milestones

- For each major task or action step, identify timeframes involved, including start and end dates

Office of the National Coordinator for Health Information Technology

- Complete the following budget forms to document costs of proposed project activities.
  - Application for Federal Assistance SF-424
  - Budget Information for Non-Construction Programs SF-424A
  - Assurances for Non-Construction Programs SF-424B
  - Disclosure of Lobbying Activities SF-LLL
- Detailed budget instructions provided in FOA

Health**IT**.gov

- Include confirmation of the commitments to the project (should it be funded) made by key collaborating organizations and agencies in this part of the application

- Include letters of commitment from organizations that are specifically named to have a significant role in carrying out the project

- Signed letters of commitment should be scanned and included as attachments

Workforce Training to Educate Health Care Professionals in Health Information Technology

WF-WF-15-300

APPLICATION RESPONSIVENESS AND OBJECTIVE REVIEW

Workforce Training: Application Review Process

- Submit all application materials electronically through grant.gov

- Grants.gov issues an email receipt upon successful submission

- ONC issues receipt upon successfully obtaining files from grants.gov

- Applications are reviewed for responsiveness and categorized as pass/fail

- All applications that pass the review for responsiveness are forward for objective review

- Once objective review is complete, ONC may make award

- ONC is not obligated to make an award if applications do not meet the intent of program requirements or if funding levels or availability changes

Office of the National Coordinator for Health Information Technology

Workforce Training: Application Responsiveness Criteria

Applicants not meeting the following completeness criteria will be administratively eliminated and not sent for objective review:

- The applicant meets the eligibility criteria
- The application is received by the deadline required by 11:59 P.M. Eastern Time April 6, 2015 through http://www.grants.gov
- The application meets the formatting and length requirements
- Appendices and attachments are not used as a mechanism to exceed page limits of the Project Narrative

Office of the National Coordinator for Health Information Technology

- Responsive applications are forwarded for objective review
- Objective review conducted by a panel of at least 3 experts in areas relevant to the Workforce Program
- Applications can receive a maximum of 100 points, using the following scale:

Objective Review Criteria	Points
Understanding of Project Purpose	25
Applicant Capabilities	35
Approach, Work Plan, and Activities	20
Process for Dissemination of Learning Resources	10
Budget Narrative/Justification	10

Wrap Up

- Thank you for attending!

- We will remain online for 5 minutes – please submit any remaining questions via the conferencing system

- Any questions not already addressed will be added to the FAQ

- For more information on this FOA, go to: http://healthit.gov/newsroom/workforce-training-educate-health-care-professionals-health-information-technology

- To see the FOA on grants.gov or to apply, go to http://www.grants.gov/web/grants/view-opportunity.html?oppId=272814

- For assistance with submitting applications in Grants.gov, please contact the Grants.gov Helpdesk at support@grants.gov or call at 1-800-518-4726

Office of the National Coordinator for Health Information Technology

Please submit your questions

1) Email a question to workforcefoa@hhs.gov

2) Submit a question in the "Questions" box in the control panel

3) If you are unable to type a question, press the "Raise Your Hand" button in the control panel to have your line unmuted so that you can verbally identify yourself and ask your question

Office of the National Coordinator for
Health Information Technology

Please submit your questions

5 Minutes Remaining

Office of the National Coordinator for
Health Information Technology

Please submit your questions

3 Minutes Remaining

Office of the National Coordinator for
Health Information Technology

Please submit your questions

1 Minute Remaining

Office of the National Coordinator for
Health Information Technology

Please submit your questions

30 Seconds Remaining

Office of the National Coordinator for
Health Information Technology

The moderator will now end this session

Thank You for Attending

HealthIT.gov