

Safety Grants Call for Applications- 2021

The Healthcare Insurance Reciprocal of Canada (HIROC) Foundation is launching the 2021 call for Safety Grants and is seeking proposals from HIROC Subscribers related to:

- Maternal/Neonatal harm
- Patient deterioration
- Death by suicide while under care
- Building emergency resilience
- Cyber risk management
- Healthcare human resources

Purpose

The purpose of the Safety Grants is to support the HIROC Foundation in its mission of aiding in the promotion and development of improved healthcare services in Canada.

Safety Themes (2021)

The following safety themes are the focus of this year's grant cycle:

Maternal/Neonatal harm	Improving the quality and safety of maternal and neonatal care
Preventable patient deterioration	Improving early detection and action, communication, and management of patient deterioration (including escalation of care)
Death by suicide while under care	Focusing on designing safe environments, processes, or protocols to reduce the risk of death by suicide and attempts while under care
Building emergency resilience	Post-pandemic healthcare Water loss, control of strategies/property
Cyber risk management	Improving the capacity of healthcare organizations to build resilience and respond to threats that disrupt operations
Healthcare human resources	Improving workforce resilience and capacity to advance patient safety

Grants

Safety grants will have a value of up to \$20,000. Recipients will be recognized at HIROC's Annual General Meeting and Conference and highlighted in various HIROC publications and on its website. The Safety Grants are one year in duration and the Recipients must present their findings at HIROC's Annual Conference.

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Deadline to Apply

September 13, 2021

Application Process

1. Review the eligibility criteria.
2. Obtain a Letter of Support from a Senior Leader or Executive confirming your organization's support for the initiative. ([Letter of Support template](#))
3. Complete [ARECCI Ethics Screening Tool](#).
4. Complete the [online application](#), upload Letter of Support and confirm ARECCI tool completion.
5. Finalist will be selected based on the scoring criteria and will be invited for an interview.
6. All applicants will be notified of their application results via email, no later than November 15, 2021.
7. Successful applicants must sign the Safety Grants Agreement before November 30, 2021.

Dates

Call for applications	July 8, 2021
Application deadline	September 13, 2021
Telephone interview	October 5 to 13, 2021
Notification of results	November 15, 2021
First installment distributed	December 2021
Midterm update due	May 1, 2022
Second installment distributed	June 2022
Final update due	December 15, 2022

Eligibility and Scoring

The Safety Grants Selection Committee will assess all completed applications based on the following eligibility requirements and scoring criteria. Selected finalists will be invited to partake in an interview between October 5 and 13, 2021.

Eligibility Requirements

- The Applicant Organization is a HIROC Subscriber
- The safety initiative is directly aligned with at least one of the identified improvement themes
- The complete application is received before the deadline (Monday, September 13, 2021)
- The Applicant has included written support for the safety initiative from a Senior Leader or Executive within their Organization ([Letter of Support template](#))
- The Applicant has confirmed completion of the [ARECCI Ethics Screening Tool](#)
- The Applicant has or will obtain ethics approval from their Organization for the awarded grant (as required)
- Funding requests do not exceed \$20,000 CAD
- If selected as a finalist, applicants will participate in an interview

Application Questions and Scoring Criteria

All applications will be evaluated based on the aim of the planned improvements, feasibility of the proposed activities, level of innovation, measures of change, as well as their potential to make a positive impact on the healthcare system. Applicants will be asked to clearly address the following questions.

1) Organization name/address	
2) Your contact details	
3) Senior Lead/Executive Lead contact details	
4) Proposal title	
5) Safety Grants theme	

6) The problem	<i>Top score of five points if all elements of problem are addressed:</i>
<ul style="list-style-type: none">• What is the problem?• What happens, when, how often, how much, and who is affected?• Inclusion of references• External evidence of problem• 100 word limit	<ul style="list-style-type: none">• Up to one point for describing what and when• Up to one point for including how often and/or how much• Up to one point for describing who's affected• Up to one point for showing evidence of a gap• Up to one point for listing citations or external evidence of problem
7) Provide citations	

8) The aim	<i>Top score of five if all elements of an aim statement are addressed:</i>
<ul style="list-style-type: none">• What are you trying to achieve?• For whom?• By when?• 50 word limit	<ul style="list-style-type: none">• Up to one point for specifying outcome measure• Up to one point for including baseline data• Up to one point for defining a target• Up to one point for including goal date• An extra point for defining all the elements of an aim statement

9) Stakeholders	<i>Top score of five if all elements are present:</i>
<ul style="list-style-type: none">• Who are the key stakeholders in the planned changes?• How will the interdisciplinary team and patients/families/support networks be involved?• Will the project support collaboration with external or academic institutions?• 150 word limit	<ul style="list-style-type: none">• Up to one point if patient, client, resident, families, or frontline noted to be involved in initiative (not just intervention)• Up to one point if patient, client, resident, family or frontline included on team• Up to one point for listing involved disciplines• Up to one point for describing other stakeholders and their involvement• Up to one point for describing collaboration with external or academic institutions
10) List of team members, including patients/clients/residents, and families as applicable	

11) Planned improvements	<i>Top score of five if all elements of planned improvement are addressed: (a) an actual new process/tool/deliverable (not just education or more data collection) and (b) good discussion of rationale for their context. Should also include (c) good review of background evidence to support the plan. Citations or</i>
<ul style="list-style-type: none">• What are the planned improvements: processes, tools, and deliverables?	

<ul style="list-style-type: none"> • What background information (analysis/literature) supports the improvements? • Are improvements aimed at local, organizational, or system-level? Include citations and external evidence to support planned improvement as appropriate • Inclusion of references • 300 word limit <p>12) Provide citations</p> <ul style="list-style-type: none"> • External evidence to support planned improvements 	<p><i>external evidence to support planned improvements should be included.</i></p> <ul style="list-style-type: none"> • <i>Up to one point for a new or innovative solution (not just education or more data collection)</i> • <i>Up to one point for a good and detailed description of planned improvement and impact scope</i> • <i>Up to one point for including a good discussion of rationale</i> • <i>Up to one point for a good review of background evidence to support plan</i> • <i>Up to one point for listing citations or external evidence to support planned improvements</i>
<p>13) Implementation challenges</p> <ul style="list-style-type: none"> • What are the major challenges you anticipate (e.g., technology, culture, time, resources)? • What strategies could you implement to overcome the challenges? • 200 word limit 	<p><i>Top score of five if all elements are present:</i></p> <ul style="list-style-type: none"> • <i>1 point – Vague description of challenges</i> • <i>2 points – At least one obstacle noted; one or more expected obstacles missing</i> • <i>3 points – At least two obstacles noted; one or more expected obstacles missing</i> • <i>4 points – At least three obstacles noted; one or more expected obstacles missing</i> • <i>5 points – More than three obstacles noted; no expected obstacle missing</i>
<p>14) Measures</p> <ul style="list-style-type: none"> • What are your outcomes, processes, and balancing measures? • Reflecting the dimensions of quality: care that is safe, effective, patient-centred, efficient, timely, and equitable • 150 word limit <p>Guidance material:</p> <ul style="list-style-type: none"> • Measurement for Quality Improvement, Health Quality Ontario, pages 5-6 on how to develop a measurement plan. • Improvement framework - Getting Started Kit, Canadian Patient Safety Institute • Health Quality and Safety Framework, Health Quality Council of Alberta 	<p><i>Top score of five if applicant has provided a brief description of the outcome, process and balancing measures. Should reflect dimensions of quality: Safe, Effective, Patient/Client/Resident-centred, Efficient, Timely, and Equitable</i></p> <ul style="list-style-type: none"> • <i>Up to one point for identifying outcome measures</i> • <i>Up to one point for identifying process measures</i> • <i>Up to one point for identifying balancing measures</i> • <i>Up to one point for reflecting dimensions of quality: Safe, Effective, Patient/Client/Resident-Centred, Efficient, Timely, and Equitable</i> • <i>Up to one point for a comprehensive measure list and identifying any potential gaps</i>
<p>15) Budget</p> <ul style="list-style-type: none"> • Provide a cost breakdown and explain the value that this safety grant will 	<p><i>Top score of four if all elements are present:</i></p> <ul style="list-style-type: none"> • <i>1 point – Some budget amounts noted but obvious costs are missing; value of grant not identified</i>

<p>provide in supporting this patient safety initiative.</p> <ul style="list-style-type: none">You may upload a cost breakdown document. <p>Please describe:</p> <ul style="list-style-type: none">Personnel hours and/or costsSupplies costsOther costsTotal costsGrant request (\$20,000 maximum)Other considerations: e.g. funds received from other agencies, grant would support a project that could not be funded otherwise, etc.	<ul style="list-style-type: none"><i>2 points – Budget appears to include one type of cost (e.g. personnel, supplies); value of grant unclearly identified</i><i>3 points – Budget appears to include most personnel, supply and other costs; value of grant identified</i><i>4 points – Budget details personnel, supplies, and other costs and estimates; value of grant clearly identified</i>
<p>16) Schedule</p> <ul style="list-style-type: none">Provide schedule of activities, key dates, and milestones from project timeline.	<p><i>Top score of five if all elements are present:</i></p> <ul style="list-style-type: none"><i>1 point – Schedule provides few details, no milestones nor dates</i><i>2 points – Less than three milestones noted; incomplete or unfeasible dates</i><i>3 points – Schedule has at least three milestones noted, may have obvious missing milestones; feasible dates provided</i><i>4 points – Schedule is detailed (includes more than three milestones), and feasible</i><i>5 points – Schedule is detailed, feasible, substantive work appears doable within first year, and will be able to show evidence of progress within six months</i>
<p>17) Ethics</p> <ul style="list-style-type: none">Confirm ARECCI Ethics Screening Tool completionDoes this project require ethics approval in your organization?If yes, what is the current status and expected timeframe?	
<p>18) Comments</p>	
<p>19) Upload Letter of support</p>	

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Terms and Conditions

- Recipients are accountable for administering the funds, meeting planned milestones, and performance reporting.
- Recipients acknowledge funding is for one-time-only in two installments. The funds will be distributed in two installments: 50% in December, 2020 and 50% in June, 2021 after receipt of a satisfactory midterm progress report. A midterm report template will be provided.
- Recipients will be required to submit a final report at the end of the year which will include performance measures and evaluation of the safety initiative. A final report template will be provided.
- Summary reports from Recipients will be used to evaluate the success of the grant program and to share learnings across the system.
- Recipients agree to be recognized and interviewed in HIROC communications.
- Recipients agree to present at the HIROC Conference once their safety initiative is completed.
- Recipients agree to return funds if the safety initiative, for any reason, does not proceed or does not receive ethics approval (if required).
- HIROC reserves the right to cancel funding for a safety initiative for any or no reason at any time without prior notification and without liability or obligation of any kind or amount.

Applications are due on **September 13, 2021**. If you have any questions, please contact grants@hiroc.com.