Ministry of Health Innovation Pathway:
Supplemental PHC Checklist for Success

This checklist is intended to support your ability to be successful in your MoH Innovation Pathway application. Please complete this checklist and submit along with the Health Innovation Intake Form to Holly van Heukelom Senior Manager, *Ideas: Forward* at hvanheukelom@providencehealth.bc.ca

Date:		Submitter:	
Idea Title:			
PHC Cost Centre for MoH Funding:			

Part 1: Support from Administrative Leadership

Discuss your innovation project with administrative leadership to confirm support and sustainment (if project successful). Note that operational support and executive sponsorship are mandatory.

	Administrative Lead	Yes	No	N/A	Name(s)
1	Is the Patient Care Manager of the area aware of your project?				
2	Does the Program Director of the area endorse your project?				
3	Is the Division Head aware?				
4	Does the Department Head endorse your project?				
5	Executive Sponsor (SLT)				

Part 2: Operational Considerations

Discuss your innovation project with the Program Director(s) of the area.

	Does your project require …	Yes	No	N/A	If Yes, note the Program Director(s) approval/comments.
1	New, expanded or a modification to existing space?				
2	New or redeployed clinical staff members?				
3	New technology such as software?				
4	A Cerner modification?				
5	Additional budget beyond what the MoH Innovation Pathway provides?				
6	Support for sustainment?				

May 7, 2024

Part 3: Planning a Successful Innovation Project

Consider all supports you think you will need to ensure success.

	Item	Need to Account for? Yes	No	Approximate Cost* (if applicable)
1	Project Management			$100 - $175/hour
2	Change Management			$100 - $175/hour
3	Business Analyst			$100 - $175/hour
4	Research Assistant: REB Application, Health Canada approval, data collection, data analysis, knowledge translation (KT), etc.			> $25/hour + 26% benefits
5	Data Analysis – Data Analytics			$63/hour + 26% benefits
6	Statistician			$100/hour
7	Transcription Services			> $30/hour
8	Software Developer / Coding			$100/hour
9	Indigenous Knowledge Keeper			$250/hour
10	On-Call Stipend			$200/day
11	Software License			variable
12	Biomedical Engineering			variable
13	Privacy Impact Assessment (PIA)			variable
14	Security Threat Risk Assessment (STRA)			variable
15	Research Ethics Board (REB) Application for industry-sponsored projects			$3500
16	Legal Counsel			variable
17	Intellectual Property Consult			variable
18	Data Access, Management & Analysis - Integrated Health Informatics Data Lab (IHID)			variable
19	KT: writing, infographics, printing			variable
20	Other:			

*Notes:
- Costs are approximate; obtain a quote in advance of submitting your intake form and budget.
- Consider minimum notification time and lead time when scheduling the above supports.
- Funding cannot be used as salary support for clinical personnel (e.g. clerk, nurse, Allied, etc.).
- IHID fee might be waived if the request comes from a Providence Research Principal Investigator.

Part 4: Consideration of Mission Forward: 2024-25

Review the priority initiatives to see how your innovation project fits within Mission Forward: Healthcare Redesign, Workforce + Wellness, Indigenous Wellness & Reconciliation, Healthy Aging + Long-Term Care Redesign, Planetary Health, Access & Flow, MoH strategic priorities.

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