October 25, 2016

Attention SHIP Program Officer:

The Ondo Office of Rural Health is requesting a carry-over of FY15 SHIP funds. We estimate the carry-over amount to be $10,609.52. IDCs (15%) have not been deducted from this amount.

Our grant award is:

**H3HRH01234-14-00**

The Office of Rural Health had allowed $8344 to each hospital for FY15 projects. 15% IDCs have already been calculated out of this amount. Three of the 40 participating SHIP hospitals in Ondo did not expend the total amount for their FY15 projects. The Medical Center spent $6400, The Community Hospital spent $4584.75 and Southeast Ondo Health Services spent $4838.28. These hospitals have no other expenditures which apply to the FY15 SHIP Grant award.

The ON Office of Rural Health is requesting to carry-over the remaining FY15 funds ($10,609.52) for one year. We will host training on how best to utilize health IT to generate specific reports for MBQIP, Hospital Compare, or any number of other quality related initiatives. By offering training support to health IT, quality, and other staff, data can be collected and reports generated more efficiently.

The training will be held in a full day setting, and in association with a hospital association meeting, or quality improvement group meeting. The expenditure would fall under the ACO category and would support quality improvement, as well as supporting Value Based Purchasing relating to MBQIP and quality data collection.

Training opportunities will be open to all SHIP participating hospitals. The Ondo Office of Rural Health has previously supported short-term, focused training opportunities in association with the Regional Extension Center (REC). Past trainings have been well attended and very insightful and helpful for participants as they struggle to generate electronic reports for quality reporting. A post-attendance survey will be conducted to ensure the usefulness of the training.

We anticipate the date for the training to be March 30, 2017 in Cap City, ON, prior to the Ondo Hospital Association Summit. We expect the cost of **curriculum** **development** (through REC) to be $2500 (20 hours at $125/hour).

Topics to be covered will include:

* Health IT Overview,
* Electronic Clinical Quality Reporting,
* Meaningful Use of EHR to Advance Quality Improvement,
* Alignment of Electronic and Physical Workflows,
* eCQI Project Planning and Activities, and
* Program Alignment.

We estimate the cost of **workshop delivery** (through REC) to be $4800, with expenses as noted:

Planning and setup: $1255.00 (10 hours at $125/hour)

Printing $150.00

Onsite Instructor(s): $1800 (18 hours at 100/hour)

Instructor travel/lodging: $1600

Additionally, we will be utilizing meeting room space, typically billed at $300/day. SHIP funds will not be used for any food purchases.

Anticipated total expenditure is $7600 for one training. The remaining carry-over funds will be applied to a second training in the eastern part of the state. Although the balance of funds will not completely cover the second training, the Office of Rural Health and AHEC will support the training with additional funding for the balance.

We appreciate your consideration of this request for carry-over of SHIP funds.