



STATE OF TENNESSEE
DEPARTMENT OF HEALTH

**REQUEST FOR INFORMATION
FOR
PUBLIC HEALTH INFORMATICS WORKFORCE
ASSESSMENT SUPPORTING DATA
MODERNIZATION**

**RFI # 34301-35322
August 26, 2021**

1. STATEMENT OF PURPOSE:

The State of Tennessee, Department of Health (TDH), Office of Informatics and Analytics (OIA) issues this Request for Information ("RFI") for the purpose of gathering information on development and implementation of an assessment and reporting of associated findings and workforce development recommendations related to current public health informatics workforce capacity. The assessment and associated findings would be of identified TDH workforce cohorts with regards to four (4) domains supporting the Centers for Disease Control and Prevention Data Modernization Initiative ([Data Modernization Initiative \(cdc.gov\)](https://www.cdc.gov/data-modernization/)) including but not limited to 1) Analysis, Assessment, and Evaluation, 2) Data Exchange and Systems Interoperability, 3) Data and IT/informatics Governance, and 4) Data Analytics, Visualization, and Reporting.

2. BACKGROUND:

Public health relies on timely, accurate information to make prompt and insight-driven decisions to inform programs, policies, and investments. These decisions require robust data and health information systems and data science talent and informatics infrastructure. To advance public health in Tennessee and enable timely, accurate, and well-governed exchange of data for programs at all levels of government for all diseases and conditions, the State must modernize its data systems, enhance its workforce, and implement technologies to better protect the public's health. To do this, TDH must assess its current state system with regards to informatics workforce, data systems and interoperability, and data governance and identify areas needing improvement and modernization. TDH aims to initially assess current data/informatics workforce capacity utilizing a neutral third party who will develop a set of workforce modernization recommendations for TDH. Those recommendations will be used to help guide immediate and long-term TDH data modernization initiatives in combination with subsequent environmental assessments of TDH's health information systems and interoperability, and associated data governance.

3. COMMUNICATIONS:

3.1. Please submit your response to this RFI to:

Tara Roark, Sourcing Account Specialist Division of General Services
Central Procurement Office Tennessee Department of Health
WRS Tennessee Tower, 3rd floor

312 Rosa L. Parks Avenue Nashville, TN
37243-1102
615-532-1837
Tara.Roark@tn.gov

- 3.2. Please feel free to contact the Department of Health (TDH) with any questions regarding this RFI. The main point of contact will be:

Erin Holt Coyne, Chief Public Health Informatics Officer
Office of Informatics and Analytics, Tennessee Department of Health
Andrew Johnson Tower, 7th floor
710 James Robertson Pkwy
Nashville, TN 37243
615-741-3570
Erin.Holt@tn.gov

- 3.3. Please reference RFI # 34301-35322 with all communications to this RFI.

4. RFI SCHEDULE OF EVENTS:

EVENT		TIME (Central Time Zone)	DATE (all dates are State business days)
1.	RFI Issued		August 26, 2021
2.	RFI Response Deadline	2:00 PM	September 9, 2021

5. GENERAL INFORMATION:

- 5.1. Please note that responding to this RFI is not a prerequisite for responding to any future solicitations related to this project and a response to this RFI will not create any contract rights. Responses to this RFI will become property of the State.
- 5.2. The information gathered during this RFI is part of an ongoing procurement. In order to prevent an unfair advantage among potential respondents, the RFI responses will not be available until after the completion of evaluation of any responses, proposals, or bids resulting from a Request for Qualifications, Request for Proposals, Invitation to Bid or other procurement method. In the event that the state chooses not to go further in the procurement process and responses are never evaluated, the responses to the procurement including the responses to the RFI, will be considered confidential by the State.
- 5.3. The State will not pay for any costs associated with responding to this RFI.

6. INFORMATIONAL FORMS:

The State is requesting the following information from all interested parties. Please fill out the following forms:

TECHNICAL INFORMATIONAL FORM

1. RESPONDENT LEGAL ENTITY NAME:

2. RESPONDENT CONTACT PERSON: Name,

Title:

Address:

Phone Number:

Email:

3. BRIEF DESCRIPTION OF EXPERIENCE PROVIDING SIMILAR SCOPE OF SERVICES/PRODUCTS

- a. Briefly describe experience with developing and implementing workforce capacity and competency assessments and the reporting of findings and recommendations.
- b. Describe your experience working in the public health and health information technology domains.
- c. Assessment Design
 - i. Describe how you would engage and gather input from the requesting agency.
 - ii. Describe what State resources (including staff time and documentation) would be required to assist with assessment design.
 - iii. Describe your methodology for designing a workforce assessment.
 - iv. Describe how you would design the assessment to accommodate evaluation of staff at different levels of the organization, including local, regional, and state staff, as well as within job classifications and organizational hierarchy.
 - v. Describe how you would maintain anonymity of respondents and minimize the collection of any personally identifiable information.
 - vi. Describe what tool or tools you would use for assessment administration.
 - vii. Describe how you would ensure that the assessment tool could be reused in subsequent years to assess change over time.
- d. Implementation
 - i. Describe your assessment implementation plan, including relevant communications and timelines.
 - ii. Describe how data collected would be maintained and protected
- e. Reporting of Findings and Recommendations
 - i. Please address how you would address the following:
 - a. An environmental scan of current state;
 - b. A needs assessment;
 - c. Priority areas for comparison against other states for subsequent assessments;
 - d. A feasibility analysis of implementation of new technologies and interoperability standards based on the current state and outcomes of the needs assessment; and
 - e. Recommendations including but not limited to training and infrastructure proposals.

COST INFORMATIONAL FORM
1. Describe what pricing units you typically utilize for similar services or goods (e.g., per hour, each, etc.):
2. Describe the typical price range for similar services or goods.
3. Please describe the estimated costs associated with implementation.
4. Please describe the estimated costs associated with any provided maintenance or support.

ADDITIONAL CONSIDERATIONS
1. Please provide input on alternative approaches or additional things to consider that might benefit the State: