



Kentucky Institute for Patient Safety and Quality  
Request for Information (RFI)

Invitation to Bid (Request for Information-RFI)

December 1, 2020

Project

The Kentucky Institute for Patient Safety and Quality patient safety organization

Project Description

To provide data services for our patient safety organization-details in RFI.

RFI Closing

Date: January 29, 2021

Submit to

Sharon Perkins

sperkins@kyha.com



## Introduction

The Kentucky Institute for Patient Safety and Quality (KIPSQ) recognizes the interest by patient safety organizations (PSOs), risk management companies and other appropriate organizations in providing patient safety data storage and related services as required by Agency for Health Research and Quality (AHRQ). This RFI is being used to gather information for KIPSQ to make decisions about potential partners for providing patient safety data services, mapping services for members, subject matter experts, detailed data analysis and end-user training as outlined by AHRQ.

**This is a Request for Information (RFI) only and does not constitute a commitment, implied or otherwise, the Kentucky Institute for Patient Safety and Quality (KIPSQ) will take procurement action in this matter. Further, KIPSQ will not be responsible for any cost incurred in furnishing this information.**

KIPSQ will use the results of this RFI to determine prospects that may lead to selection of a specific organization(s) to receive a contract. Please refer to ARHQ regarding specific requirements for providing the necessary services as a data repository for KIPSQ.

AHRQ coordinates the development of Common Formats for reporting and analysis of patient safety data. This activity is authorized by the Patient Safety and Quality Improvement Act of 2005 (Patient Safety Act) and the Patient Safety and Quality Improvement Final Rule (Patient Safety Rule). A major goal of the legislation is to allow aggregation of data to identify and address underlying causal factors affecting patient safety and quality. This legislation also called for the establishment of PSOs and a Network of Patient Safety Databases (NPSD) to aggregate and analyze patient safety data.

## Background

The Patient Safety and Quality Improvement Act (Patient Safety Act) was enacted in July 2005, and the Patient Safety and Quality Improvement final rule (Patient Safety Rule) was issued in November 2008. The goal of the Patient Safety Act is to improve patient safety by encouraging voluntary and confidential reporting of healthcare events that adversely affect patients. The Patient Safety Act authorizes the creation of PSOs to administer the patient safety related activities stated in the law. The Patient Safety Rule established a process for designating and creating patient safety work product (PSWP) and for confidentially reporting such information to PSOs.

KIPSQ has maintained federal certification since 2008 and is listed on the AHRQ website. There are currently 71 members of KIPSQ, including various types and sizes of hospitals. The goals of KIPSQ are to provide members the legal protections to freely discuss and improve patient safety within their organizations, share information with other organizations in a protected environment and benefit from the of analysis of the information provided by them and others within the PSO and nationally. KIPSQ is compliant with all rules and regulations set forth in the Patient Safety Act and procedures required by



AHRQ. KIPSQ’s parent organization is the Kentucky Hospital Association (KHA), and while no data is shared with KHA, there are shared staff and board members.

**Scope of Work (SOW)**

Activity	Description	Timeline
Data warehouse	Provide data warehouse for protected data submission in compliance with the PSQIA, to include Patient Safety Work Product (PSWP) and Patient Safety Evaluation System (PSES)	March 1 to begin June 30 to complete
Tracking data submission	Provide a numerical tracking system to be assigned to each submitted event. Provide the ability to connect previously submitted events with additional document submission	June 30 complete
Mapping data from KIPSQ member risk management system to AHRQ common formats	Provide the ability for all KIPSQ members to be mapped from the member’s current risk management system to the providers system to include AHRQ common formats 1.2.	March 1 to start and ongoing as new KIPSQ members are added.
Education	Monitor data submissions from KIPSQ members to track trends and provide statistical information and analysis to KIPSQ and member facilities. Provide subject matter expert for six virtual safe table offerings. Provide PSES and PSWP training. Provide data report to KIPSQ Board of Directors at board meetings three times a year. Provide new member orientation to the web-based platform. Provide comparative data, educational resources and reports from data analysis to	July 1 and ongoing



# Kentucky Institute for Patient Safety and Quality

	KIPSQ members.	
Patient Safety Advisor	Provide a patient safety advisor to work with KIPSQ staff on all of the activities	July 1 and ongoing
Federally Certified PSO	Must have and maintain AHRQ Federal Certification as a PSO	March 1 and ongoing
Secure email	Provide an avenue for secure submissions to include but not limited to RCA, Peer Review, occurrence reports, safety meeting minutes, etc.	July 1 and ongoing
Co-branding	Provide co-branded web portal for KIPSQ and hosted by partner	July 1 and ongoing
Root Cause Analysis	Provide review of RCA's upon the request of the KIPSQ member	July 1 and ongoing
Network of Patient Safety Databases (NPSD)	Provide review, analysis and report on patient safety activities to the AHRQ NPSD	July 1 and ongoing
Liability Insurance	Maintain liability insurance	July 1 and ongoing

### Requirements for RFI Submission

1. Submit 1 page introduction to your organization.
2. Submit 2-5 pages related to the SOW.
3. Submit 1 page fee proposal.
4. Submit copy of your PSO certification
5. Submit all information to:
  - Kentucky Institute for Patient Safety and Quality
  - ATTN: RFI
  - 2501 Nelson Miller Parkway
  - Louisville, KY 40223

### RFI Submission Timeline

1. December 1, 2020-Post RFI to Kentucky Hospital Association website, KIPSQ website and invite vendors to submit applications.
2. January 4-15, 2021-Question and answer period.
3. January 29, 2021-RFI application deadline.
4. February 1-15, 2021-KIPSQ RFI review.



Kentucky Institute *for*  
Patient Safety and Quality

5. February 22, 2021-KIPSQ Board Review.
6. March 1, 2021-Notification of award.

**Point of Contact for the RFI**

Sharon D. Perkins  
Executive Director  
[sperkins@kyha.com](mailto:sperkins@kyha.com)  
502-992-4355

Harriotte W. Wilson  
Executive Assistant  
[hwilson@kyha.com](mailto:hwilson@kyha.com)  
502-992-4361