HL7 Contract Work Announcement

# Contract Work Overview

* 1. **Contract Name**

SMART Health Links Balloting

# Date of Announcement Release

This contract work announcement is released for public review on [enter date here]. Proposals must be received no later than 5:00 pm Eastern Time in the USA on [enter date here].

# Date of Selection

Provided there has been interest in this contract work by qualified individuals, and subject to HL7 approval of the contract and funding, the awarding of this contract is anticipated to be made by [enter date here].

# Contract Period

This contract is expected to be awarded for actions or work to be performed and completed by September 7, 2024.

[need to manage phase 2 deliverables with some sort of if funding available statement]

# Contract Project Manager

Once awarded, the contract’s progress and subsequent fulfillment will be monitored and reported on by Rebecca Parsons PMP, HL7 Senior Program Manager.

# Scope of Work

The contractor will bring SMART Health Cards and SMART Health Links through the HL7 ballot process, following a similar collaboration model to SMART App Launch and CDS Hooks.

SMART Health Cards and SMART Health Links provide a toolkit for consumer-mediated sharing of FHIR-based healthcare data. These specifications provide a technical basis for consumers to receive, store, and share health information, as well as the ability to provide digital signatures that can be used to ensure data are tamper-proof.

These specifications were developed during the COVID-19 pandemic response with participation from a community including the Verifiable Clinical Information initiative, SMART Health IT, Argonaut, and CARIN, with input from healthcare providers, insurance providers, public health agencies, and technology vendors. They have been deployed internationally to enable sharing of COVID-19 immunization and laboratory results, with follow-on projects in-progress to facilitate sharing lifetime vaccination histories and digital insurance cards.

While content-focused IGs are being developed in HL7, the core specifications have not yet been through HL7's standards process. This project aims to bring SMART Health Cards and SMART Health Links through the HL7 ballot process, following a similar collaboration model to SMART App Launch and CDS Hooks. The intention is to first bring the existing specifications, with their existing feature set, into the HL7 ballot process; we plan to defer development of new features for a subsequent round of work.

Tasks include, but are not limited to, the following:

* + - [enter tasks here]

Deliverables include, but are not limited to, the following:

* + - [enter deliverables here]
		- [Home - SMART Health Cards: Vaccination & Testing Implementation Guide v1.0.0 (fhir.org)](https://build.fhir.org/ig/HL7/fhir-shc-vaccination-ig/)

# Program Management

1. Create and maintain a Project Description slide stored in HL7’s Confluence space (location to be supplied by HL7). Slide will include project purpose and description, project deliverables with target timeline, and a visual component.
2. Submit twice monthly (the 1st and 15th of each month) a project status report stored in HL7’s Confluence space (location and template to be supplied by HL7) that includes current overall status of project, progress on deliverables since last update, any current issues, any future risks, and the next steps.
3. The Contractor may also be asked to attend regularly scheduled (monthly or twice monthly) project status meetings via teleconference with the project stakeholders, HL7 project leader(s), and other project team members.

# Selection Criteria

Proposals will be evaluated based on the overall best value, most timely and least risk approach for fulfilling the contract objectives, and the qualifications and experience of the contractor including, but not limited to:

* + 1. Preference for resources actively engaged in current HL7 FHIR activities
		2. Familiarity with processes and methods currently used by HL7
		3. Preference for resources with advanced knowledge of HL7 processes, tools, and standards
		4. Demonstrated experience coordinating similar projects
		5. Other relevant skill and experience
			1. Oral and written communication skills
			2. Analytical and process design skills
			3. Training experience
			4. Ability to work in a distributed, virtual environment
			5. Commitment to protect HL7 Intellectual Property

# Selection Process

After the period has closed for receipt of proposals, each proposal will be examined to determine compliance with the format and information requirements specified in the RFP. HL7 reserves the right to reject any and all proposals.

* + - A Selection Panel will review each proposal that meets the stated requirements.
		- Following independent evaluation of the proposal, the top candidates may be requested to participate in an interview.
		- One or more proposals may be selected to provide resources to the project.
		- The selected bidder(s) will be notified of the results.

# How to obtain further Information

Direct any questions to:

Rebecca Parsons PMP, HL7’s Senior Program Manager Rebecca@HL7.org

The contractwork@lists.hl7.org list service informs potential contractors of work to be contracted out by HL7 International. If you have received this announcement by a means other than this list, you should sign up for the free HL7 List Service at: <https://www.hl7.org/myhl7/managelistservs.cfm?ref=nav>.

Any updates to this contract work announcement, additional announcements or information will be posted to that list and will reference the contract name.

# How to Submit your Proposal

If you want to bid for the contract work, you should submit your proposal via e-mail to: Rebecca@HL7.org (do NOT provide submissions to the contract work listserv). At a minimum, you should supply:

* + Proposed approach and considerations to fulfill the requirements detailed in this RFP, including a detailed description and timeline
	+ Resource(s), cost(s) (including hourly rate (in USD) if applicable), estimated hours and proposed schedule for performing the work

NOTE: If your proposal indicates that speakers will be funded, your total cost should include the amounts that will be paid to speakers

* + Qualifications and resumes of proposed resources along with role and responsibilities

All submissions and information supplied to HL7 will become the property of HL7 International, Inc. and the awarded contract will be announced through the contractwork@lists.hl7.org list service.

# Statutory Requirement: Division H, Title V, Section 505 of Public Law 114-113, of the

**Consolidated Appropriations Act of 2016**

100% of the total costs of this project will be financed with Federal Money.

This project is/was supported by the Office of the National Coordinator for Health Information Technology (ONC) of the U.S. Department of Health and Human Services (HHS) under grant number 90AX0035 (Title: Closing the Gap Between Standards Development and Implementation) for grant amount $1,360,000 (0% financed with nongovernmental sources). This information or content and conclusions are those of the author and should not be construed as the official position or policy of, nor should any endorsements be inferred by ONC, HHS or the U.S. Government.