

Expanding and Enhancing Interprofessional Primary Care Teams 2022-23

Expression of Interest Checklist

Introduction

We are connecting more people with primary care in communities across the province, including additional funding to create more interprofessional primary care (IPC) teams to help make care more convenient for people. As part of this, the Ministry of Health is moving forward with a process to expand existing teams and/or create up to 18 new teams in communities with the greatest need.

This checklist is a tool to help applicants complete an Expression of Interest (EOI) to expand or enhance IPC teams.

A submission should include all items below to be considered for funding:

- EOI form for Expanding and Enhancing Interprofessional Primary Care Teams 2023-24 with responses to **all** questions in each of the 4 sections (Word or PDF)

Section 1: About You

Section 2: About the Community

Section 3: About the Clients and Programs

Section 4: Implementation

- Completed Proposed Budget (EXCEL or PDF)
- Submissions to Ontario Health (OH) **must** use the following as the email subject line: **[Your Organization Name] IPC EOI Application submission.**

To support your application, additional documents may be submitted, including:

- Letters of support/commitment (WORD or PDF)
 - Section 1.3 Letter(s) from the primary care physician, physician group, or nurse practitioner and any individual specialists confirming their commitment to join the IPC team.
 - Section 1.5 Letters from partners including: Ontario Health Team (depending on Ontario Health Team maturity), municipality and others.
 - Section 1.7 Letter(s) of endorsement from physician(s).
- Other documents that help provide full and complete information for the questions on the EOI (Word, Excel or PDF) if needed.

Resources to help you prepare the EOI submission

- Applicants are encouraged to seek assistance with their submission and can contact Ontario Health in your Region via the email addresses provided below.
- To find your Ontario Health Region, please see the Census Subdivision To Ontario Health Region Look Up Tool <https://www.ontariohealth.ca/primary-care-funding>
- Review the Question-and-Answer document for additional information about the requirements and process.
- For Section 3: please use the [Health Equity Impact Assessment](#) tool.
- For Section 4: please refer to the [Quality Improvement Plan \(QIP\) Guidance](#)

Submitting the completed EOI

Completed EOIs should be submitted to your OH Region via the contact email provided below by **5pm** Eastern Daylight Time, **June 16, 2023** with the subject line: [Your Organization Name] IPC EOI Application submission.

Please note, late and partially completed submissions will not be considered.

<u>Ontario Health Regions</u>	Email address
West Region	OH-West-PCEOI@ontariohealth.ca
Central Region	OH-Central_PrimaryCareAdvancement@ontariohealth.ca
Toronto Region	OH-Toronto.Funding@ontariohealth.ca
East Region	OH_East_IPC_EOI_Submissions@ontariohealth.ca
North East Region	OH-NE-Finance@ontariohealth.ca
North West Region	OH-NW-Submissions@ontariohealth.ca

Tips for submitting the completed EOI

- ✓ Clearly name all documents by including your organization's name and indicating the document type (EOI form, Budget, Letter, Other, etc.).
- ✓ Submit all documents in 1 email.
- ✓ Provide appropriate contact(s) information in the body of the email.
- ✓ Ensure all documents are attached.
- ✓ If there are large attachments that require a second email, please indicate "Part 2 of 2" in the subject line.