

STATEMENT OF WORK
ANNUAL ACCREDITATION SERVICES - VAGLAHS

INTRODUCTION

The Contractor shall provide **Accreditation Services** for eight (8) Department of Veterans Affairs, Greater Los Angeles Healthcare System (VAGLAHS)-sponsored programs, located at 11301 Wilshire Blvd, Los Angeles, CA 90073. The Contractor shall provide all necessary and appropriate all resources necessary to perform the services requested herein and in accordance to the Statement of Work (SOW).

SCOPE

The Contractor shall provide the following services to the following eight (8) VA GLA-sponsored Medical Training Programs (Allergy & Immunology, Nuclear Medicine, PM&R, Psychiatry, Addiction Psychiatry, Child and Adolescent Psychiatry, Psychosomatic Medicine, Pain Medicine) for one (1) calendar year:

SPECIFIC REQUIREMENTS

- 1) Ongoing accreditation including site visits, collection, preparation and distribution of data, review of program materials, surveys and operative log processing and reporting, selectin, organizing and convening peer-review committees, notification of accreditation decisions.
- 2) Dedicate resources to initiatives addressing areas of import in graduate medical education. The Contractor is committed to improving the patient care delivered by resident and fellow physicians today, and in their future independent practice, and to do so in clinical learning environments characterized by excellence in care, safety, and professionalism.
- 3) The Contractor website provides public access to the accreditation status of its accredited GME programs, as well as the names of some of the larger clinical sites of accredited programs. It does not provide to the public information about the educational content of any particular site used by accredited GME programs or individuals. The Contractor maintains some information about the clinical sites used by accredited residency and fellowship programs for purposes of current GME accreditation only.
- 4) Provide Milestone guidance to Program Directors (competency-based developmental outcomes such as knowledge, skills, attitudes, and performance that can be demonstrated progressively by residents and fellows from the beginning of their education through graduation to the unsupervised practice of their chosen specialty), residents and fellows (provide more explicit and transparent expectations of performance, support better self-directed assessment and learning and facilitate better feedback for professional development.

Milestones serve important purposes in program accreditation:

- 1) The Contractor shall provide a rich descriptive, developmental framework for clinical competency committees.
- 2) The Contractor shall guide curriculum development of the residency/fellowship program(s).
- 3) The Contractor shall enhance opportunities for early identification of struggling residents/fellows.
- 4) The Contractor shall allow for continuous monitoring of programs and lengthening of site visit cycles.
- 5) The Contractor shall be Public Accountability – report at a national level on aggregate competency outcomes by specialty.
- 6) Acceptance of product/services will be manifest in whatever format the Contractor deems appropriate (hard copy or electronic form).
- 7) Specific deliverables, which may be in the form of Accreditation Reports, communications with DEO and Program Directors or notices regarding Contractor news, etc. will be accepted.

CONTRACTOR RESPONSIBILITIES

- 1) The Contractor shall provide specific deliverables include Accreditation Reports, as applicable, communications with DEO and Program Directors, when required, notices regarding Contractor news, etc.
- 2) The Contractor shall handle problems/unforeseen situations via telephone calls and or email communications.
- 3) The Contractor shall provide access to the ADS area of their website for each of the Directors of our covered Program's, as well as their administrative staff, if applicable, as well as Program-specific guidance, when warranted.

PERIOD OF PERFORMANCE/ACCEPTANCE

The period of performance for the contract shall be from January 1, 2019 through December 31, 2019. This is will be a Base plus four (4) One-Year Options.

TRAVEL

- 1) All travel shall be responsibility of the Contractor.
- 2) Whenever possible, conference calls and video conferencing should be used.