

San Luis Obispo County – Health Equity Training Consultant

INTRODUCTION

The County of San Luis Obispo Public Health Department (SLOPHD) promotes, preserves, and protects the health of all San Luis Obispo County residents through disease surveillance, health education, direct services, and health policy development. To ensure services are available to all community members inclusive of different races, ethnicities, sexual orientations, gender identities, primary languages, country of origins, socioeconomic statuses, ages, abilities, and other statuses, SLOPHD is committed to providing quality training for staff to equitably and professionally meet the needs of *all* community members.

PROJECT GOALS:

- Develop a **45-60-minute recorded Health Equity 101 training** for all new SLOPHD staff with corresponding exam.
- Facilitate **two trainings on the Social Determinants of Health** - one in-person, one virtual (recorded), with corresponding exam.
- Propose other **a la carte Health Equity related trainings** for SLOPHD staff, including format, structure, course overview, learning objectives, target audience, duration, SLOPHD support anticipated and price per training to be considered as supplemental training opportunities.

TERMS OF CONTRACT: January 1, 2024 – June 30, 2024, up to \$50,000, pending funding availability.

SCOPE OF WORK:

- 1) **Develop a Health Equity 101 Training module tailored for all new SLOPHD staff.**
 - a. **Course overview:** Health Equity 101 should be a self-paced, interactive, and engaging training designed to provide participants with a strong foundational understanding of health equity. Learners should gain practical ways to advance health equity to help all individuals in SLO County attain their full health potential. Using local data, practices and examples, the Health Equity training will challenge public health professionals to apply a health equity lens to their area of focus and expertise.
 - b. **Learning objectives:**
 - i. Define health equity and its significance in public health.
 - ii. Analyze the factors contributing to differences in life expectancy and the root causes of health disparities across diverse populations.
 - iii. Identify ways to use a health equity lens in public health and clinical work locally to address health disparities.
 - iv. Discuss frameworks and strategies for improving health equity, emphasizing their practical applications and potential impacts.

- c. **Target audience:** The training is designed for new Public Health Department staff during their first 90 days of employment.
 - d. **Duration:** 45 – 60 minutes
 - e. **Format:** pre-recorded, self-paced training video, compatible with NeoGov.
 - f. **SLOPHD Support:** Contractor will collaborate with SLOPHD Health Equity staff to develop a training outline with mutually agreed upon subject matter with a politically sensitive approach.
 - g. **Develop an evaluation tool** to assess participant comprehension of course material and effectiveness of training.
- 2) **Facilitate one in-person and one virtual training on the Social Determinants of Health tailored to the SLOPHD workforce.**
- a. **Course overview:** Being healthy is about more than seeing a doctor or personal health behaviors. Access to clinical care accounts for only 10-20% of a person's overall health, while 80% is determined by where one lives and works, how much money one makes, and one's position in the community. This course should explore the social determinants of health and their impact on health outcomes using local data, practices and examples.
 - b. **Learning objectives:**
 - i. Define the social determinants of health and their significance to public health.
 - ii. Explain the influence of social determinants on health disparities, providing real-world, local examples.
 - iii. Identify strategies to improve social systems and policies locally to address health disparities and promote health equity.
 - c. **Target audience:** Public Health Department staff at all levels of the organization
 - d. **Duration:** 60 minutes
 - e. **Format:** One in-person, one virtual. Virtual training to be recorded and memorialized for future staff training.
 - f. **SLOPHD Support:** Contractor will collaborate with SLOPHD Health Equity staff to develop a training outline with mutually agreed upon subject matter with a politically sensitive approach. SLOPHD staff will provide the location, materials, and A/V support for the in-person training for approximately 75 staff.
 - g. **Develop an evaluation tool** to assess participant comprehension of course material and effectiveness of training.
- 3) Propose other **a la carte Health Equity related trainings** for SLOPHD staff, including course overview, learning objectives, target audience, duration, format, SLOPHD support anticipated and price per training to be considered as supplemental training opportunities for SLOPHD staff.

PROPOSAL FORMAT:

- A. **Title – SLO County Health Equity Training Consultant**

- B. **Firm name and authorized representative** - The name, address, telephone number, and email address of the person authorized to represent the organization, with respect to all notices, negotiations, discussions, and other communications relating to this proposal.
- C. **Staffing** - Name the project manager that will oversee the project, the experience and qualifications of such manager and any other key persons. Resumes should be included for all key individuals and should indicate which trainings they could offer.
- D. **Qualifications** – Using examples, please describe demonstrated background and experience in digital content development, subject matter knowledge, designing and facilitating related trainings and evaluation tools, and in working with Public Health departments and with SLO County health equity initiatives and data.
- E. **Work Plan:** Please outline clearly and concisely the plan for accomplishing the scope of work. The plan should adhere to the expected 6-month contract term, clearly describe key activities, and goals, meaningful benchmarks, specific steps to achieve desired outcomes, and a realistic timeline. Please include a menu of DEI and Health Equity-related trainings that could be offered. Also, include what information and participation you will require from County staff.
- F. **Proposed budget:** Include a breakdown in total costs, including personnel fees based on an hourly rate. Allowable costs generally include personnel costs, subcontractors, office space, supplies, space rental, printing, mileage, insurance, phone, and indirect costs. Budget should be itemized by training, for example total expected costs for Health Equity 101, Social Determinants of Health, and each a la carte training. Unallowable expenses include incentives, food, childcare, lobbying and advocacy.
- G. **References:** A list of three references for similar projects, including contact information.

QUESTIONS AND RESPONSES:

Any questions should be sent by e-mail to Joyce Tseng at jtseng@co.slo.ca.us by November 10, 2023. During the response period, questions from potential proposers and the County’s responses will be posted at <https://slocounty.gov/PH-SOW> .

SCHEDULE AND SUBMITTAL:

Proposals must be submitted via e-mail to Joyce Tseng at jtseng@co.slo.ca.us in an Adobe PDF format no later than 5:00pm on November 13, 2023.

Tentative Schedule	Date
Release Date	October 12, 2023
Deadline for Final Questions	November 10, 2023
Submission Deadline	November 13, 2023
Evaluation of Proposals	November 14 - 24, 2023
Contract Negotiations	November 27 – December 22, 2023
Contract Period	January 1, 2024 – June 30, 2024