HL7 Contract Work Announcement

<table>
<thead>
<tr>
<th>Contract Name</th>
<th>HL7 eLearning Multimedia Courseware</th>
</tr>
</thead>
<tbody>
<tr>
<td>Date of Announcement Release</td>
<td>August 25, 2006</td>
</tr>
<tr>
<td>Response Due Date</td>
<td>November 03, 2006</td>
</tr>
<tr>
<td>Date of Selection</td>
<td>November 17, 2006</td>
</tr>
<tr>
<td>Contract Period</td>
<td>December 04, 2006 – May 18, 2007</td>
</tr>
<tr>
<td>Associated HL7 Working Group</td>
<td>Education Committee</td>
</tr>
<tr>
<td>Contract Project Manager</td>
<td>Abdul-Malik Shakir, Tim Benson, HL7 Inc. Staff</td>
</tr>
</tbody>
</table>

**Contract Work Details**

**Date of Announcement Release**

This contract is released for public review and to accept submissions as of 08/25/2006.

**Associated HL7 Working Group**

A general part of all HL7 work is that work's association with an HL7 Working Group (which can be an Administrative or Technical Committee). This contract will be associated with the Education Committee.

**Contract Project Manager**

Once awarded, the contract’s progress and subsequent fulfillment will be monitored and reported on by Abdul-Malik Shakir, Education Committee Co-Chair and Terrance Bennett, PMO Director.

**Contract Full Description**

**Background**

HL7 provides educational seminar on a variety of topics related to the HL7 standards activity and healthcare systems interoperability in general. Education is provided at HL7 working group meetings, educational submits, and at client sites. All of the education currently provided by HL7 is instructor
There is a desire by HL7 to supplement instructor led courses with multimedia products that present educational content in a dynamic and professional manner. The multimedia product is to be made available to students for self-directed training eliminating constraints imposed by instructor led training.

HL7 is seeking the assistance of an organization experienced in the production of computer-based educational programs. The objective of this project is to partner with the selected organization to produce the first of a series of courses to be provided as multimedia-based products and to define a strategy for the development of subsequent courses.

**Scope**

This scope of this request for proposal is

1. To assist HL7 with the development of a multimedia-based educational product. The topic of this initial product will be an introduction to HL7.

2. To provide knowledge transfer sufficient to enable HL7 to create a strategy for the development of subsequent courseware.

This proposal is to deliver a professionally produced multimedia CD (text, sound, animation, etc.). The subject matter content for this product will be provided by HL7. The Education Committee will provide coordination of input from HL7 and will have final approval of the course content and presentation format.

**Deliverables**

1. A project plan identifying the required tasks, task durations and work effort estimates, task dependencies, and schedule of deliverables.

2. A prototype of the courseware for review by the Education Committee

3. A professionally produced multimedia educational program (courseware)

4. Ten (10) Master CD’s of the multimedia presentation

5. Written guidance to assist HL7 with the creation of a strategy for the development of subsequent courseware
Timeframe

The contract announcement is scheduled for release on August 25, 2006. Interested parties may submit questions regarding this request up until close of business on September 08, 2006. Responses to submitted questions will be provided by HL7 on or before September 29, 2006. Proposals in response to this request are due no later than close of business November 03, 2006. The contract will be awarded on November 17, 2006. Work on this project will commence on December 04, 2006 and conclude on May 18, 2007. A pre-release prototype of the multimedia courseware is due on March 02, 2007.

The final deliverable is due on April 27, 2007. Acceptance testing of the final deliverable will be conducted by HL7 during the week of April 30, 2007 to May 04, 2007. Any required adjustments to the final deliverable based upon acceptance testing are to be completed prior to the end of the contract period.

- Questions Regarding the Project Due: September 08, 2006
- Response to Questions Due: September 29, 2006
- Proposals Due: November 03, 2006
- Contract Awarded: November 17, 2006
- Work Commence: December 04, 2006
- Pre-Release Prototype: March 02, 2007
- Final Deliverables Due: April 27, 2007
- Contract Termination: May 18, 2007

Desired Skills

- Experience with production of educational content for self-learning
- Experience with multimedia presentations
- Experience with HL7 or other accredited healthcare standards development organization
How to obtain further Information

The contractwork@lists.hl7.org list service informs potential contractors of work to be contracted out by HL7.Inc. Any questions regarding this contract announcement should be directed to the list. If you have received this announcement by a means other than this list, you should sign up for the free HL7 List Service at:

http://www.hl7.org/special/committees/list_sub.cfm?list=contractwork.

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 Expression of Interest

If this contract interests you, you should submit an expression of interest you have regarding this contract via e-mail to ELearningRFP@HL7.org or via fax on +1 (734) 677-6622.

You should supply at a minimum:

- Your Name
- Your E-Mail address
- Best times to contact you (after an initial email contact)

 Optionally, you can provide more detailed information if you are so inclined. To best serve both your needs and those of HL7 and to expedite the selection process, it would be preferred that aside from general emailed information, you supply an organizational overview and curriculum vitae for key proposed resources.

How to Submit your Proposal

If you want to bid for the contract work, you should submit your proposal via e-mail to ELearningRFP@HL7.org or via fax on +1 (734) 677-6622 only (do NOT provide submissions to contractwork@lists.hl7.org)

You should supply at a minimum:

- Your Name
- Your E-Mail address
- Statement of work to be undertaken
- Number of hours to complete the work to be undertaken
• The cost in US$ of the work to be undertaken

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