

ATTACHMENT 5A

COMMUNITY HEALTH INITIATIVE NARRATIVE

South Shore Health System (“Applicant”) Community Health Initiative Narrative

I. Community Health Initiative Monies

The breakdown of Community Health Initiative (“CHI”) monies for the proposed Determination of Need (“DoN”) Project is as follows. Please note, all totals are presented in the order calculated, beginning with the Maximum Capital Expenditure (“MCE”).

	Total	Description
MCE	\$2,387,481.00	
CHI Monies	\$119,374.05	(5% of Maximum Capital Expenditure)
Administrative Fee	\$4,774.96	(4% of the CHI Monies, retained by South Shore)
Remaining Monies	\$114,599.09	(CHI Monies minus the Administrative fee)
Statewide Initiative	\$11,459.91	(10% of remaining monies, paid to State-wide fund)
Local Initiative	\$103,139.18	(90% of remaining monies)
Evaluation Monies	\$10,313.92	(10% of Local Initiative Monies, retained by South Shore)
CHI Monies for Local Disbursement	\$92,825.26	

II. Overview and Discussion of CHNA/CHI Processes

The CHI for the proposed DoN project¹ will be conducted by South Shore Health System (the “Applicant”). The Applicant’s 2019 Community Health Needs Assessment (CHNA) and Implementation Strategy (IS) were overseen and managed by the Applicant’s Office of Home and Community Care. The CHNA and IS were developed through a collaborative process involving both administrative and clinical staff at SSH, and Steering and Advisory Committees made up of health and social service providers, community health advocates, and other community leaders. The Steering and Advisory Committees met periodically throughout the assessment and planning process in order to inform the assessment and planning approach, oversee progress, and provide critical feedback on preliminary and final results.

Since the beginning of the assessment in July of 2018, more than 100 individuals participated in interviews, focus groups, and community forums. An additional 80 community members from the Applicant’s primary service area completed a Community Health Survey. The information gathered as part of these efforts allowed the Applicant to engage the community and gain a better understanding of community health status, barriers to care, service gaps, and social determinants of health as well as community capacity and strengths. In addition to primary sources of information from the community, the Applicant also relied on secondary data from diverse sources to examine the community’s health.

In addition to fulfilling the requirement by the IRS Section H/Form 990 mandate, the Applicant’s CHNA process was undertaken to:

- Evaluate the community’s perceptions of its unmet health needs
- Assist the community to better understand its health needs and health status

¹ The Proposed Project is for the acquisition of a 3 Tesla (“3T”) magnetic resonance imaging (“MRI”) unit to be located on the main campus of South Shore Hospital (the “Hospital”).

- Explore opportunities for new programs to meet unmet health needs
- Monitor progress toward improving the health of the community
- Determine how to effectively allocate Community Benefit resources to best respond to community health needs

III. Oversight of the CHI Process

The Applicant will leverage its robust and well-represented Community Benefits Advisory Council (“CBAC”) to oversee the development and implementation of the CHI. The CBAC is comprised of community members, residents, leaders, and stakeholders, as well as keys employees across the Applicant’s organization.

IV. Advisory Committee Duties

As this is a Tier 1 CHI, the scope of work that the Advisory Committee will carry out includes:

- Ensuring appropriate engagement with residents from targeted communities and community partners around the CHI.
- Determining the Health Priorities for CHI funding based upon the needs identified in the 2019 CHNA. The Committee will ensure that all Health Priorities are aligned with the Department of Public Health’s (“DPH”) Health Priorities and the Executive Office of Health and Human Services’ Focus Areas.
- Providing oversight to the evaluator that is carrying out the evaluation of CHI-funded projects.
- Conducting a conflict of interest disclosure process to determine which members also will comprise the Allocation Committee.
- Reporting to the DPH on the DoN – CHI.

V. Allocation Committee Duties

The Allocation Committee will be comprised of individuals from the Advisory Committee who do not have a conflict of interest with respect to funding CHI strategies. The scope of work that the Allocation Committee will carry out includes:

- Selecting Strategies for the noted Health Priorities consistent with DPH’s CHI guidelines.
- Carrying out a formal request for proposal (“RFP”) process (or an equivalent, transparent process) for the disbursement of CHI funds.
- Engaging resources that can support and assist applicants with their responses to the RFP.
- Disbursement of CHI funding.
- Providing oversight to a third-party vendor that is selected to carry out the evaluation of CHI-funded projects.

VI. Timeline for CHI Activities

Upon a Notice of Determination of Need being issued by the Public Health Council, the Advisory Committee will commence meeting and begin the CHI Process. The timeline for CHI activities is as follows:

- Six weeks post-approval: The Advisory Committee will begin meeting and reviewing the 2019 CHNA to commence the process of selecting Health Priorities.
- Three months post-approval: The Advisory Committee determines Health Priorities and Strategies for funding.
- Four months post-approval: The Advisory Committee conducts a Conflicts of Interest process to determine which members will form the Allocation Committee.
- Five months post-approval: The Allocation Committee develops the funding process for the selected strategies.
- Six months post-approval: The RFP for funding is released.
- Eight months post-approval: Responses are due for the RFP.
- Nine to ten months post-approval: Funding decisions are made, and the disbursement of funds begins.
- Eighteen months to two years post-approval: Ongoing evaluation efforts and reporting to DPH.

VII. Request for Multi-Year Funding

SSH is seeking additional time to carry out the disbursement of funds for CHI. In order to promote sustainability of the CHI grants, SSH is requesting additional time in order to distribute funds over a three (3) year period.

VIII. Evaluation Overview

SSH is seeking to use 10% of local CHI funding (\$10,313.92) for evaluation efforts. The money will allow SSH to develop and implement an evaluation plan for CHI-funded projects.

IX. Administrative Monies

Applicants submitting a Tier 1 CHI are eligible for a 4 percent (4%) administrative fee. Accordingly, SSH is requesting \$4,774.96 in administrative funding. These monies will be used to fund support staff, provide support to Advisory Committee and Allocation Committee members, and assist with the development of community communication materials, including publicizing and facilitating the RFP process.