

## EXPLANATORY NOTE

### INITIATIVE

**Pre-Approved FHA OKR Health System Redesign Funding for Medical Staff Engagement**

### PROJECT DESCRIPTION

FHA has existing priorities and objectives/key results (OKRs) that vary from year to year. These are useful areas of focus for medical staff engagement efforts.

In order to expedite engagement, a separate stream has been created by the Health System Redesign Committee to allow funding for small one-time projects that align well with current published FHA priorities/OKR, that would benefit from involvement of medical staff, but due to time-constraints or application process, it may be difficult to secure funding in time of the event.

### PROJECT SPECIFICS and PROCESS

To be distributed at discretion of the HSR Committee and/or designate for initiatives that align with FHA priorities / OKRs. Eligible are frontline medical staff and medical staff leaders (assuming that event is not part of their contracted duties). Focus will be on frontline medical staff engagement.

Process:

1. Complete the Online Pre-Approval OKR form. [Pre-Approved OKR Application](#)
2. The form will be reviewed by the HSR Committee or designate. Once pre-approved, the applicant will receive notification to proceed with the activity. Note that the activity will not be reimbursed without this pre-approval.
3. Track sessional payments, complete the Excel Sessional Payment form. Submit to Health System Redesign at [HealthSystemRedesign@fraserhealth.ca](mailto:HealthSystemRedesign@fraserhealth.ca) Note that this must be done with **1 month** of the activity in order to qualify for reimbursement.
4. Invoices will be reviewed and approved by HSR Committee or designate prior to fund distribution.
5. Should you require catering for meals to engage your physicians, your expenses will be reimbursed in accordance with [Fraser Health Travel and Business Expense Policy](#). Cost of physician meals and catering for in-person meetings are eligible. FH staff meal costs will continue to be paid for by FH.
6. Physicians preferring electronic payment instead of cheque in the mail and physicians not already set up for Direct Deposit with Fraser Health Physician Compensation, should have a Direct Deposit form completed. Have the physician(s) complete a Direct Deposit form and submit to [HealthSystemRedesign@fraserhealth.ca](mailto:HealthSystemRedesign@fraserhealth.ca)
7. A final report and physician survey will be required to be completed as part of evaluation of the activity.

### LIMITATIONS

- Maximum of **15 hours for any single event**. (e.g. max of 15 x 1-hour sessions, or 10 x 1.5 hours sessions) and maximum of 1 event per initiative. Any event that exceeds the 15 hour limit, or is a repeat of a previously funded event, will need a formal HSR application for funding.
- **OKR 1.1 is not eligible** and requires formal HSR application.

**QUESTIONS:** Contact Dr. Paul Johar [paul.johar@fraserhealth.ca](mailto:paul.johar@fraserhealth.ca)