

# Request for Proposals for **Asthma Navigator - Pikes Peak (Colorado Springs) area**

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## ***Background and Purpose***

ACCORDS (Adult and Child Center for Outcomes Research and Delivery Science) through the University of Colorado School of Medicine in collaboration with Trailhead Institute are contracting with 2 contractors in 3 regions (6 total contracts) across the state to support the NHLBI project: The Disparities Elimination through Coordinated Interventions to Prevent and Control Heart and Lung Disease Risk (DECIPHER) Colorado. The three regions in Colorado where we are seeking contractors are: **Lower Arkansas Valley (Lamar, La Junta, Las Animas) area, Colorado Springs (Pikes Peak) area, and Greeley/Weld and Morgan area.** These contracts are estimated at 30 - 40 hours/week at a \$28 - 35/hour rate (based on experience) up to the total budgeted allocation for each contract.

The aim of the DECIPHER project is broad-scale implementation of an effective school-based approach called Stop Asthma Attacks (SAA) to improve asthma disparities for children in communities with fewer resources (ages 5 to 12 years). Asthma is a leading cause of children's hospitalizations, emergency department visits, and missed school days. This nationally funded research study aims to test the ability of the SAA program to reduce asthma-related burden in rural/mid-sized cities and to be sustained.

Asthma Navigators will build off of work completed with school nurses and schools in the fall and spring of 2022. Asthma Navigators will play a central role in the research project and delivering/implementing SAA. Asthma Navigators will work closely with school nurses and their teams to identify students with asthma, complete asthma assessments, recruit families into the program and project, provide the SAA program (at least 3 sessions with children and families providing asthma education, counseling, case management and care coordination) and work with school nurses and schools to create asthma-friendly and supportive environments. Asthma Navigators work is intended to improve health outcomes for students with asthma and their families by supporting school nurse-led teams and families through health navigation and care coordination.

## ***Services Requested***

- Provide Stop Asthma Attacks program to children with at-risk asthma and their family members. Includes visits to both children with asthma and their families, providing asthma education, assessing asthma control, and identifying gaps in care and asthma management.
- Assist with/provide care coordination among children with asthma, their families, their school nurses and schools, their health care providers and community resources.
- Assess and help address social determinants of health, including the use of referrals and soft hand-offs to community resources/organizations.
- Partner and collaborate with school nurses and school nurse-led health teams to support students with asthma, such as identifying students with asthma, assessing asthma control and providing tailored education and support

- Work with school nurses and their teams to understand school/school district environment and to build a supportive infrastructure for collecting information related to asthma. Will also work closely with the University-based research team.
- Organize, coordinate and deliver the asthma intervention to children/families in coordination with the school nurse and their team.
- Communicate effectively through multiple channels such as in-person visits and school events, phone calls, emails, faxes, letters.
- Attend onboarding trainings provided by University staff to learn best practices for collecting data in a consistent and rigorous manner and to understand confidentiality and protection of personal information protocols. Trainings (as well as team meetings) will be primarily conducted via Zoom. One in-person training, for which the contractor will be reimbursed for travel & accommodations, will be required.”
- Attend trainings and ongoing professional development opportunities to further competency in asthma management, specific intervention, and community health navigation.
- Participate in a community of learning and practice with project team, other asthma navigators, and key project partners.
- Collect and submit research data in a standardized manner to University staff on a scheduled basis.

### ***Qualifications:***

- Basic experience with Microsoft Outlook, Word, Excel and PowerPoint.
- Access to internet, when needed for project duties and communication.
- Must be willing and able to travel independently throughout the assigned region using own method of transportation, as needed.
- Willingness to work evenings depending on scheduled school registration events for each school/school district.
- Bilingual Spanish/English strongly preferred or ability to work with translation and interpretation services.
- Demonstrated commitment to inclusiveness, health equity, and reduction of health disparities.
- Experience (preferred but not required) in working with community-based health programs, clinical and community health service providers.
- Ability to accomplish tasks within established timeframes.
- While we welcome applicants from all educational backgrounds, this contractor position prioritizes lived experience as it aligns with the duties above over educational experience.

### ***Submittal Requirements***

#### **Timeline and Contacts:**

First review of applications will begin in February 2023. Applicants are encouraged to get their applications in before February 2023. Applications will be reviewed on a rolling basis until position is filled.

Desired start date: **April 3rd, 2023**

Please direct inquiries regarding this RFP to [ANOWARA.BEGUM@CUANSCHUTZ.EDU](mailto:ANOWARA.BEGUM@CUANSCHUTZ.EDU)



ACCORDS

ADULT AND CHILD CONSORTIUM FOR HEALTH OUTCOMES  
RESEARCH AND DELIVERY SCIENCE

UNIVERSITY OF COLORADO | CHILDREN'S HOSPITAL COLORADO

Email electronic submissions to [ANOWARA.BEGUM@CUANSCHUTZ.EDU](mailto:ANOWARA.BEGUM@CUANSCHUTZ.EDU)

Due to office relocation during this timeframe, electronic submissions are preferred. If non-electronic submission is necessary please mail to: ACCORDS, ATTN: Anowara Begum  
Mail Stop F443, 1890 North Revere Court, Aurora, CO 80045

Please **include the following** information in your application:

- a. Letter of interest, including:
  1. Brief description of individual, firm or organization
  2. Areas of expertise and/or living experience
  3. Indicate which geographic region you would be most interested in supporting
  4. Experience working with community-based organizations, school districts, or public health entities in your community or statewide.
  5. Contact information
  6. Resume
- b. Rates and fee structure for the proposed work is \$28 - 35/hour, including transportation costs.

Please submit required materials in any format, as long as all information requested is included. ACCORDS and Trailhead Institute reserve the right to request additional written or oral information to supplement all written statements of qualifications or proposals, to reject any and all proposals and statements of qualifications, and accepts no responsibility for the cost of proposal preparation.