

**Notice of Intended Integration under Section 27 of the
*Local Health System Integration Act (LHSIA):***

HNHB LHIN VOLUNTARY INTEGRATION SUBMISSION TEMPLATE

Why Integrate?

The aim of integration is to provide coordinated, accessible and high quality health care delivered around the needs of the clients. Integration is a means to an end enabling organizations to partner with others to leverage existing resources, reduce duplication and develop new ways to deliver programs and services. Integrated health systems improve and expand capacity while maintaining local autonomy and identity.

Why Notify the LHIN?

Section 27(3)(a) of the Local Health System Integration Act, 2006 (the “Act”) requires a health service provider (“HSP”) to give notice to a LHIN of any integration that relates to services that are funded, in whole or in part, by the LHIN. **Unless otherwise advised by the HNHB LHIN in writing, a notice of intended integration under s.27 of the LHSIA should include the information set out below.** This information is requested under s.22 of the Act to ensure that the LHIN has sufficient information to enable it to determine whether the proposed integration should proceed. **Please ensure that you complete and attach all relevant information.**

About this Template

This template is designed to ensure that you submit all the necessary information for your proposed integration. Information is to be inserted directly onto this template and printed or pdf’ed for submission. The completed templates should NOT be longer than 3 pages (you may include additional documentation as appendices – these do not count towards your 3 page limit).

Submission Review by the HNHB LHIN

Your integration submission will be reviewed by the HNHB LHIN using the *LHIN Priority Setting & Decision Making Framework*¹. Please ensure that you have described the criteria listed in italics in each section.

Use the *Integration Checklist*² to ensure you have completed all of the necessary steps.

¹ Available on our website www.hnhblhin.on.ca under Planning and Integration, Integration

² Available on our website (see above)

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For LHIN office use only:
Please date stamp this
completed template:

1. Identify all entities involved in this integration.

Note: all involved parties to the integration must provide proof that they approve the proposed integration.

2. Describe the intended integration.

The description should include key milestone dates and proposed outcomes.

Decision Making Framework Criteria: Innovation

3. Describe how this integration is in the public interest.

The description should include how the integration will improve

- the health of the population
- the patient experience and access to care
- efficiency

It should also include how the integration strategically fits LHIN priorities.

Decision Making Framework Criteria: Alignment, Strategic Fit, Integration, Quality, Access, Client-Focused, Health Status, Prevalence, Health promotion & disease prevention.

4. Describe the impacts and risks of the integration.

The description should include the impact(s) on

- the population of the LHIN
- specific sub-populations
- labor and employment relations
- volunteers
- other health service providers or organizations providing services in LHIN
- the government and organizations that provide funding to the HSPs.

It should also describe the risks of not proceeding with the proposed integration by identifying the impact to clients and services.

Decision Making Framework: Sustainability, Equity

5. Describe how the community was, and will be, engaged as a part of this integration.

The description could include:

- the results of any engagement activities;
- specific groups or populations engaged;
- methods of engagement used;
- evidence of community and stakeholder support.

It may include findings, insights and outcomes of others' outreach and engagement, where appropriate.

Decision Making Framework: Community Engagement

6. Describe how resources may be shifted as a result of this integration.

The description should include how this integration will contribute to system sustainability while still maintaining service volumes.

- If efficiencies are to be achieved, describe how these efficiencies will be directed to benefit your clients. (Efficiencies can include HR, back office, financial, etc.).
- If resources are being transferred, describe where these resources will be transferred to.

Decision Making Framework: Partnership, Efficiency

7. Provide contact information.

Provide the name and contact information of the person the LHIN would contact if we require further information regarding the intended integration.

* Note: You may choose to include documentation – a completed HEIA template, a report on your community engagement activities, a risk assessment, an environmental scan, etc – to support your answers. This documentation can be included as appendices.

*Reminder: All involved parties to the integration must provide proof that they approve the proposed integration. Please ensure that you provide this proof as part of your submission.