

Hospital Service Accountability Agreement *Update*

These questions and answers were prepared by a collaborative work group comprised of Local Health Integration Network (LHIN), Ministry of Health and Long-Term Care (MOHLTC), Ontario Hospital Association (OHA) and Joint Policy and Planning Committee (JPPC) representatives.

These questions and answers will be updated as needed and available on the [Web-Enabled Reporting System](#) and partner websites. If you have suggested questions for inclusion for future iterations of this document, please email the JPPC.

Questions and Answers: 2008-10 HAPS/H-SAA Process

Annual Planning Submission (HAPS) Guidelines

Q What's new in this year's Hospital Annual Planning Submission (HAPS) Guidelines?

A The 2008-10 HAPS Guidelines were developed jointly by the 14 LHINs in keeping with their responsibility under the *Local Health System Integration Act, 2006 (LHSIA)* to plan, fund and integrate health services in their geographic regions.

LHIN-MOHLTC Accountability Agreements require LHINs to negotiate service accountability agreements with hospitals by April 1, 2008.

The HAPS Guidelines provide high-level information and policy direction to guide the development of hospital annual planning submissions (HAPS). Once negotiated, performance standards in the HAPS become part of the schedules to the hospital service accountability agreement (H-SAA).

(continued on next page)

A Look At:

- Hospital Annual Planning Submission Guidelines
- The Health System Improvement Pre-Proposal
- Role of LHINs in service transfer discussions
- Hospital Service Accountability Agreement template
- Hospital planning allocations for 2008/09 and 2009/10
- WERS forms
- Grouping data/calculating indicators

In addition to covering a two-year term, the 2008-10 HAPS Guidelines introduce several new requirements for hospital annual planning submissions, including:

- **Mandatory submission of pre-proposals related to the reduction, transfer or elimination of clinical services** (Clinical Service Change Pre-Proposal) **or the development or enhancement of a new program or service** (Health System Improvement Pre-Proposal). Pre-proposals will be evaluated in relation to the local Integrated Health Service Plan (IHSP), health system needs and goals, financial feasibility and other factors. Hospitals must have the approval of their board and the LHIN prior to including a proposed change to a clinical service in their HAPS. Of hospitals proposing to expand or add a new service, only those with LHIN-approved proposals and/or business plans will be able to include these activities in their HAPS. Each LHIN will be communicating further with hospitals regarding additional pre-proposal requirements and timelines.
- **A mandatory narrative not to exceed five pages.** This narrative, optional in previous years, should provide a snapshot of the hospital's position, including financial outlook, service profile, contribution to the local IHSP, evaluation of prior year performance and planned changes to clinical services (pre-approved) or operations in 2008-10.
- **A mid-term refresh process to confirm hospital funding allocations and performance targets for 09/10.** The refresh, to occur in 08/09, may include an update to hospital planning submissions and related H-SAA Schedules to take into account new data, variances or changes in circumstances or requirements.

To download a copy of the 2008-10 HAPS Guidelines, visit www.lhins.on.ca (click on Health Care Providers).

Q

Where can I get more details on the Health System Improvement Pre-Proposal (H-SIP)?

A

The H-SIP form is now available on the Web-Enabled Reporting System (WERS), www.mohltchb.com. For timelines and additional information, please contact your LHIN.

Q

Will the deadline for submission of the HAPS be extended given that hospitals do not yet have their hospital planning estimates or access to the WERS forms?

A

At this time, there is no change to the October 31st Hospital Annual Plan submission deadline.

HAPS Review

Q

Will LHINs use similar processes and tools to review hospital planning submissions? Will hospital peers be involved in reviewing the HAPS this year?

A

2008/09 is both a transition and a learning year. While all LHINs will use some of the same processes and tools to review hospital planning submissions (e.g. IHSP, H-SIP), variation in practice is expected. LHINs are committed to coming together to examine tools and processes used in the past and determine where a common LHIN approach would be useful. Individual LHINs will be communicating with their hospitals on their approach to HAPS assessment, including the involvement of hospital peers or other providers (i.e., CCACs) in the review process.

H-SAA Template

Q

When will the new Hospital Service Accountability Agreement (H-SAA) template be available?

A

The JPPC Accountability Committee is currently working with the LHINs to review an early draft of the 2008/10 H-SAA. Once the Committee finalizes its work, the template will go to the JPPC Strategic Issues Forum for discussion and to the LHINs for approval. The template is expected to be released to the field in early September.

Q

What changes are contemplated in the new Agreement?

A

LHINs will be required to enter into service accountability agreements with all their providers over the next few years. The 2008/10 hospital template agreement will reflect not only the expanded role and responsibilities of the LHINs under *LHSIA*, but also their intention to clarify, simplify and standardize the language, format and content of these agreements where possible. LHINs are working collaboratively through the JPPC to develop the new template agreement. An update will be available following the next Accountability Committee meeting in August.

Funding

Q

When will hospital planning allocations for 2008/09 and 2009/10 be announced?

A

Hospitals were provided initial planning numbers for 2008/09. The Ministry and LHINs are currently working to finalize these allocations. The Ministry will be preparing draft planning targets with the LHINs for 2009/10 to help them and hospitals to plan. This information will be made available as soon as possible.

WERS

Q

When will the 2008-10 WERS forms be available?

A

The Ministry is currently working with the LHINs and the JPPC to update the WERS forms. The 2008/10 forms are expected to be available in August.



Last year, there was a data refresh in September. Will this happen this year?



This year, the data refresh will be moved up to facilitate hospital planning and minimize disruption to WERS users. Volume and indicator values based on both 2005/06 and 2006/07 data, will be available in August 2007.



Where can I get more information on the new HAPS indicators?



Information and links to background materials on the HAPS indicators will be posted on the [WERS](#) and [JPPC](#) websites in August. The JPPC is also working collaboratively with the LHINs, the OHA and Ministry to plan technical education sessions for hospital finance staff and utilization managers. Details will be available shortly.



I understand that Ontario has not yet adopted CMG+. Who will help us to group our data/calculate our indicators?



CIHI has agreed to group the data based upon CMG Plex and make it available to hospitals on a monthly basis. The Ministry will provide a PAC-10 calculator on the [FIM website](#) for hospitals to weight their own data. As well, the Ministry has SAS code available for those hospitals that wish to do their own grouping and weighting on a more frequent basis.

Hospital Service Accountability Agreement Update

Hospital Service Accountability Agreement Update is published by [Ontario's Local Health Integration Networks](#), in collaboration with the [JPPC](#), [MOHLTC](#) and the [OHA](#). It is intended to keep senior executives in Ontario hospitals informed of new developments related to the LHIN's ongoing negotiations with hospitals towards achieving balanced budgets and the signing of service accountability agreements.



If you have specific questions related to your Hospital Annual Planning Submission, contact your local LHIN.

www.lhins.on.ca

Tell Us What You Think

We welcome your feedback. Let us know whether you are finding this newsletter helpful, or forward your suggestions or questions to:

Mimi Lowi-Young, Chair
 LHIN-JPPC Communication and Education Work Group
 c/o Ontario Joint Policy and Planning Committee
 415 Yonge Street, Suite 1200
 Toronto, ON M5B 2E7
 Telephone: 416-599-5772, ext. 224
 Fax: 416-599-6630
 E-mail: pneves@jppc.org