

COLLABORATIVE TABLES FUNDING APPLICATION

COLLABORATIVE TABLES are intended to foster collegiality, create space for communication, clarify roles and responsibilities, and improve workflow within or between departments at PRH and/or the health authority. This funding is intended to facilitate initial and finite discussions on non-complex problems and to provide low barrier access of funding up to \$3000 to support 1-2 meetings for discussions/problems that do not require a facilitator or project manager. Funds can be used for MSA member sessional time, light meeting coordination support, snacks, brief meeting minutes.

Please send this application to helen.crocker@prhmsa.ca for review.

Submitting Department(s):	
Anesthesiology	Emergency
Family Medicine	Internal Medicine
Obstetrics/Gynecology	Pathology
Pediatrics	Psychiatry
Surgery	Radiology

Has this been discussed with your department head? YES NO
 (This is a prerequisite for applications)

Collaborative Table Lead(s):	Department:

Medical Staff/Health Authority Partner(s):	Department:

Collaborative Table Intention: Please check all that apply

Inform: provide one another with objective information regarding medical staff/health authority activities.

Consult: provide consultation, give/receive feedback and provide decision input on draft plans/processes.

Involve: ensuring concerns are incorporated into discussion and feedback provided.

Collaborate: co-development and/or identification of solutions/strategies to improve hospital working environment.

Empower: inclusive and equitable decision making with all key stakeholders.

What do you hope your impact will be? Please check the boxes that best describe your intended impact:

Relational: Improve the building of connections, trust and collaboration within the MSA and/or with the Health Authority system managers

Conceptual: Enhance the communication of ideas and beliefs consistent with the changes we hope to see

Structural: Establish formalized roles, rules or policies that support the changes we want to see

Operational: Concrete initiatives and action that will advance or protect the desired changes

Please list 1-2 objectives you have defined prior to your collaborative table meetings (if you have more than 2 objectives, you may want to consider the scope and complete a formal project proposal).

1.

2.

Funding, Timeline, and Support:

The collaborative/engagement table funds are for quick timelines and meetings and wrap up occurring within 4-6 weeks from application. Each collaborative/engagement table is eligible for funds up to a maximum of \$3000. Please indicate how you would like to utilize your funds (check all that apply):

MSA member sessional (physicians, dentists, Midwives, NP's)

Light coordination/admin support (doodle polls, booking meeting rooms, zoom setup, etc. – no project management support available)

Meeting snacks (coffee/tea/light snacks)

Evaluation:

Each collaborative/collaboration/engagement table must provide two different evaluations to the MSA, both of which will be provided at time of approval:

1. Facility Engagement Event evaluation form: this is to be filled out by all attendees on the day of the meeting(s)
2. Activity Impact Assessment form to be filled out by the lead(s)