



**STAFF REPORT
ACTION REQUIRED**

**Budget Adjustment to the Toronto Public Health 2009
Approved Operating Budget and Confirmation of
Authority to Sign Agreements**

Date:	October 1, 2009
To:	Board of Health
From:	Medical Officer of Health
Wards:	All
Reference Number:	

SUMMARY

The purpose of this report is to request a budget adjustment to Toronto Public Health’s (TPH) 2009 Operating Budget due to confirmation of 100 per cent funding from the Ontario Ministry of Health and Long Term Care (MOHLTC), for implementation of the Protocol for Electronic Clinic System (PECS), an integral part of which is the software solution known as Clinic Event Management System (CEMS). This system and software was developed by the Niagara Region Public Health Unit and is being recommended and funded for the use of Ontario Public Health Units by the Ontario Ministry of Health and Long Term Care for the purpose of managing the electronic record keeping associated with the mass immunization clinics that are being planned as part of the pandemic H1N1 (pH1N1) response.

This report also seeks City Council’s confirmation of the Medical Officer of Health’s authority to enter into a licence agreement and an agreement for training and support with the Regional Municipality of Niagara for the purpose of implementing the PECS Solution to support electronic record keeping at the pH1N1 mass immunization clinics.

RECOMMENDATIONS

The Medical Officer of Health recommends that:

1. the Budget Committee increase the Toronto Public Health 2009 Operating Budget for one-time funding of \$500.2 thousand gross and \$0.0 net, that is provided by

the MOHLTC to cover the cost of implementation of the PECS Solution used to manage electronic record keeping at the planned pH1N1 mass immunization clinics; and,

2. City Council confirm the authority of the Medical Officer of Health to execute the Protocol for Electronic Clinic System (PECS) License Agreement and the PECS Training and Service Agreement, between the Regional Municipality of Niagara and the City of Toronto, dated September 29, 2009.

Financial Impact

The table below summarizes the requested one-time budget adjustment to Toronto Public Health's 2009 Operating Budget.

	Gross \$000	Revenue \$000	Net	2010 Gross/Revenue Impact \$000
PECS Solution Implementation	500.2	500.2	0.0	(500.2)
2009 Total Budget Adjustment	500.2	500.2	0.0	(500.2)

This 100 per cent funding will be provided by the MOHLTC to reimburse TPH for the cost of the computer hardware required to support the PECS Solution in each of the planned pH1N1 mass immunization clinics that are expected to be operational in November. Any related implementation costs for this system including staff costs, internal training, and on-site system support will be absorbed within the TPH 2009 Operating Budget.

The Deputy City Manager and Chief Financial Officer has reviewed this report and agrees with the financial impact information.

ISSUE BACKGROUND

Niagara Region Public Health has developed software known as the Clinic Event Management System (CEMS) for the purpose of managing the operations and electronic record-keeping associated with community-based public health influenza or other immunization or medication clinics. They have also developed a unique set of protocols and procedures called the Protocols for Electronic Clinic Systems (PECS) to efficiently set up and operate a clinic using the CEMS software. The software and the protocols were developed to work integrally and are licensed for use together as "the PECS Solution" and is recommended by the Ontario Ministry of Health and Long Term Care

(MOHLTC) for use by public health units for the purpose of data collection at the pH1N1 mass immunization clinics that are expected to be in operation for November 2009.

Before receiving the software or the related training and support on the CEMS solution, an approved PECS License Agreement and a PECS Training and Service Agreement was required. These agreements were reviewed by the City's Legal staff and the Medical Officer of Health authorized these agreements in September to ensure Toronto Public Health received the software and the mandatory training that was offered by Niagara Region in late September in order to meet Provincial deadlines.

The MOHLTC has confirmed that 100 per cent one-time funding of \$500.2 thousand will be provided to TPH in order to fully reimburse the cost of the required hardware and software to implement the PECS Solution in the planned pH1N1 mass immunization clinics for Toronto.

COMMENTS

The PECS Solution developed by the Niagara Region Public Health Unit and recommended for the use of Ontario Public Health Units by the MOHLTC for the current pH1N1 response will replace an existing paper based system used by Toronto Public Health. The PECS Solution will support more timely and accurate reporting of information to the Ministry for amalgamation with the data from other public health units for monitoring the pH1N1 vaccine campaign. Also, additional factors can be captured and analyzed to support a greater understanding of the medical impact of the individual vaccines, specific production "lots" and various risk factors. The Ministry is imposing very strict reporting time frames and data collection requirements for the pH1N1 vaccine campaign such that compliance would not be practical using Toronto Public Health's current paper based system used in seasonal flu vaccine clinics.

Niagara Region provided the hardware specifications required to implement the CEMS application solution in an immunization clinic. These configuration requirements take into account the planned number of clinics that would be in operation and the planned number of immunizations to be delivered at each clinic. The PECS Solution is contained to each clinic where it operates and will not be connected to the City's information technology network.

A PECS License Agreement and a PECS Training and Service Agreement between the Regional Municipality of Niagara and the City of Toronto is required for the purpose of implementing the PECS Solution to manage electronic record keeping at the pH1N1 immunization clinics. The Agreements are in effect for a minimum of six months from the effective date of signing, after which either party may give sixty days written notice to discontinue use of the system. In order to receive the software and to participate in the mandatory training provided on September 29, 2009, by the Niagara Region Health Unit, the Medical Officer of Health signed both the required Agreements. The City Solicitor has advised that Council should confirm the authority of the MOH to execute the necessary agreements.

In the future, modified or upgraded versions of the CEMS Software or the PECS Solution may be developed by Niagara Region. If, at that time, the MOHLTC is no longer funding the development and continued use of this solution, then Niagara Region may require TPH to pay fees for these newer versions. When the Agreement was signed, the exact terms of the MOHLTC funding for Niagara Region was being worked out but appears to include a commitment to fund initial training and support. If the MOHLTC funding is not sufficient to cover Niagara Region's net cost for the initial or subsequent training or support, then TPH as well as the other Ontario public health units are committed to enter into negotiations to subsidize these costs.

The MOHLTC is providing 100 per cent funding to TPH for the purchase of computer hardware and software based on the configuration requirements for the planned pH1N1 mass immunization clinics in Toronto. TPH will absorb within its current operating budget any related costs including staff costs, internal training, and on-site system support, to roll out the system for the November immunization clinics.

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SIGNATURE

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