



Request for Proposals:

Consulting Services

Barriers to RVT Utilization- RFP #2024-02

For the Manitoba Veterinary Medical Association

Proposal Closing Date & Time:

Friday, November 29th, 2024, 5:00 PM CST

Manitoba Veterinary Medical Association
1590 Inkster Blvd.
Winnipeg, Manitoba
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Email: mvmainfo@mvma.ca
Telephone: 204-832-1276

Summary

1.1 Summary of RFP

The Manitoba Veterinary Medical Association (MVMA) is seeking a contractor to identify barriers to optimal RVT utilization and make recommendations on mitigation strategies.

1.2 About The MVMA

The Manitoba Veterinary Medical Association (MVMA) is the regulatory body for veterinary medicine in Manitoba. As the governing organization for veterinary professionals in the province, the MVMA's primary mission is to protect the public interest through the regulation of veterinary practice.

Responsible for:

1. Licensing and registering veterinarians and veterinary technologists in Manitoba
2. Establishing and enforcing professional standards
3. Investigating complaints and disciplining members when necessary
4. Promoting continuing education for veterinarians

Additionally, the MVMA supports its members and promotes the veterinary profession within the province.

It serves as a liaison between veterinarians and other stakeholders, including government bodies and the public. The association is part of a broader network of provincial veterinary regulatory bodies across Canada, each responsible for overseeing the practice of veterinary medicine in their respective jurisdictions.

The MVMA works in conjunction with national organizations, such as the Canadian Veterinary Medical Association (CVMA), to address industry-wide issues across the country.

1.3 Initiatives Background

Manitoba currently has a shortage of veterinary professionals, including both veterinarians and veterinary technologists. This shortage is projected to worsen, especially in rural and remote areas. The shortage of veterinary professionals poses risks to animals, public health, and the economy. A multi-faceted approach is required to recruit, retain, and best utilize veterinary professionals throughout the province.

In 2024, the MVMA received a grant through the Sustainable Canadian Agriculture Partnership to move forward on key initiatives to address the veterinary professional shortage, including:



RVT Retention Pathway - This initiative is two-fold, both of which focus on increasing utilization of RVTs:

- 1) The first portion focuses on a feasibility study to assess the financial feasibility of creating a Mid-Level Practitioner (MLP) role within the veterinary industry. An MLP model would be similar to a Physician Assistant model in human medicine and new to Canada.
- 2) The second portion focuses on empowering RVTs to utilize their full range of skills in practice

Rural Access to Care - review of access to care in rural Manitoba with a focus on ensuring that Manitobans and their animals have access to appropriate veterinary services. This will include research on current access shortages and strategies to improve access to care.

Review of the Veterinary Client Patient Relationship (VCPR) requirements in Manitoba - review of regulations surrounding the establishment and maintenance of a VCPR, the obligations that are created in a VCPR, and the role of RVTs in a VCPR. This includes a review of the use of telemedicine and after-hours care. If in the public interest, modifications to the current VCPR rules will be explored.

Project Outline

2.1 Project Background

This RFP relates to a report that will identify barriers to optimal RVT utilization and make recommendations on mitigation strategies.

Registered Veterinary Technologists (RVTs) are essential members of the veterinary healthcare team, contributing their specialized knowledge and skills to ensure optimal animal care. Their responsibilities encompass a wide range of critical tasks. In January 2024, the Manitoba Veterinary Medical Association (MVMA) implemented a significant change to the scope of practice for RVTs, transitioning from a prescriptive list of permitted tasks to a more expansive model. This new approach allows RVTs to engage in all areas of veterinary practice, with the exception of surgery, treatment planning (including prescribing), and diagnosis, which remain the purview of licensed veterinarians.

Despite this broadened scope of practice, evidence suggests that RVTs are often underutilized in veterinary settings. Studies indicate that practices fully leveraging RVT expertise tend to operate more efficiently. However, many clinics fail to maximize the potential of their RVT staff, which in turn lowers efficiency in practice. This underutilization represents a missed opportunity to enhance veterinary care delivery to the public.

2.2 Project Outline & Deliverables

Scope of the Project

The proposed project will address the following objectives:

1. Review Literature:

- Review literature to identify:
 - issues related to RVT utilization
 - strategies to increase the utilization of team members
 - cultural (within industry) barriers to professional team member utilization
 - other identified related topics

2. Stakeholder Engagement:

- Conduct surveys and focus groups with RVTs, veterinarians, clinic owners, and other relevant stakeholders to gather insights on potential barriers to RVT utilization.

3. Mitigation strategies:

- Provide resource document outlining existing resources to increase RVT utilization.
- Identify resources not yet developed that would increase RVT utilization and provide comment on the priority of development.
- Provide recommendations on future strategies to increase RVT utilization.

2.3 Project Timeline

Benchmarks Deadline

- Proposals received November 29th, 2024
- Successful candidate notified by December 15th, 2024
- Interim Report February 2025
- Draft Report September 2025
- Final Report January 2026

2.4 Project Budget

The fee-for-service budget for this scope of work is a maximum of \$25,000 (GST included). However, the quality of the technical component of any proposal and the expertise of the firm/consultant will be considered when negotiating the final price for the services to be rendered.

3.0 Proposal Evaluation

Proposals submitted in response to this RFP will be evaluated on the following criteria:

- Cost/Benefit to the MVMA
- Consultant/Firm Relevant Experience and Qualifications
- Work Plan/Scope of Work
- Compliance with Proposal Requirements
- Familiarity with the veterinary industry
- Familiarity with local context
- Value-added or innovative ideas

Proponents may be contacted following the submission deadline for an interview or to answer clarifying questions regarding proposal content if necessary.

4.0 Proposal Requirements

Proposals should be formatted to print 8.5x11 paper size. Electronic submissions should be formatted in PDF final format. All proposals must contain the following information:

A. Cover letter/Introduction

Include a summary of understanding of the project, the firm or individual(s) name(s) that will provide the requirements stated in this RFP and overview of approach to the work.

B. Work Plan

Explain the process you will follow to accomplish the deliverables listed above, including methodology, milestones, and recommended timeline. Briefly describe your firm's project management process.

C. Qualifications

Describe the overall services you can offer in alignment with the project requirements.

Preference will be given to candidates who demonstrate:

- Experience working with the veterinary industry.

D. Overall project cost and pricing details

Include an itemized estimate for deliverables; provide specific costs for individual activities where applicable. If the execution of work to be performed requires the hiring of sub-contractors, you must clearly state this in your proposal. Subcontractors must be identified, and the work they will perform must be defined. The total price quoted should be inclusive. If the price excludes certain fees or charges, provide a detailed list of excluded fees with a complete explanation of the nature of those fees. Please also include the expected disbursement.

E. Client list and summary of related work/successes

Include a brief description of the role you/your firm played in each project.

F. References

Provide at least three references for projects with similar deliverables to those outlined for this project. Indicate which services were provided to each customer.

G. Resumes/CV

Include resumes for key personnel working on this project

5.0 RFP Close Date and Time

All proposals must be received by 5:00 PM CST on Friday, November 29th, 2024. Proposals will be accepted electronically (via email). Please submit proposals to: registrar@mvma.ca.

6.0 Communication

Please direct all inquiries concerning this RFP document via email to:

Corey Wilson, MVMA Executive Director/Registrar

registrar@mvma.ca

Please allow two business days for a response to be received.