

Partnership Framework at a Glance

Context

The Canadian Institute for Health Information (CIHI) is an independent, not-for-profit organization that provides essential information on Canada's health systems and the health of Canadians. As CIHI carries out its mandate, there are a number of instances in which CIHI works with organizations in the private and not-for-profit sectors. Given the need for more robust processes to guide these activities, CIHI has developed a framework to navigate working with both the private and not-for-profit sectors.

Scope

The focus of this framework is on CIHI's interactions with private and not-for-profit entities where significant work may occur and there is mutual interest in pursuing an opportunity together. The framework is intended to help guide decisions to partner or collaborate with entities toward the advancement of our mandate.

The framework does not apply to entities that we routinely engage with under our federal, provincial and territorial bilateral agreements, nor does it apply to Indigenous communities and organizations.

Principles

Objectives of the interaction

We will advance CIHI's strategic priorities through activities that align with its mandate.

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We will reduce duplication and enhance efficiency for CIHI internally or for the health systems more broadly.

Attributes of entities

We will make sure that the brands and organizational values of the entities with which we have meaningful interactions align with our own.

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We will work with others whose capabilities and capacity meet our standards for quality, security and privacy.

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We will prioritize entities in the private and not-for-profit sectors that have potential for pan-Canadian importance and impact.



How CIHI will work with entities

We will respect existing agreements and contracts that we have in place with our data providers and funders.

We will ensure that the value created from interactions with the private and not-for-profit sectors will be shared among the contributing parties.

We will be transparent, open and consistent about decision-making and ongoing interactions, as well as their outcomes.

We will be risk-based in our decision-making, ensuring that where there is a significant risk, decisions are made at the Executive Committee level.

We will remain open to new partnerships, not entering into exclusive relationships with a single entity.

Decision-making

Potential interactions may be identified through many different mechanisms — through requests submitted to CIHI staff and management or to the Board, through requests submitted via centralized intake mailboxes, or through referrals or relationships. No matter how the potential interaction is identified, an initial screen takes place to assess risk and benefits. This process allows CIHI to determine whether the potential interaction is low risk or moderate to high risk.

Interactions identified as moderate or high risk will require review and evaluation by the Executive Committee against the principles set out above. The level and extent of the review will vary depending on the complexity and risk level of the interaction. These factors (complexity/risk level) will also determine the timelines for decision-making. The Executive Committee may also escalate final decision-making to the Board of Directors, if necessary.

Interactions identified as low risk will be assessed through existing policies and procedures, including the following:

- Privacy policy;
- Data request policy and procedures;
- Conflict of Interest policy;
- Products and Services Pricing policy; and
- Procurement policy and accountability framework.

Reporting

Information about interactions that involve data sharing or data analysis will be shared in accordance with our existing agreements and contracts.

Continuous improvement

The framework will be reviewed at least every 2 years based on feedback from ongoing use within the organization.