



EXECUTIVE SUMMARY

Recommendation that the Broward College District Board of Trustees authorize a standard agreement (purchase order) with the Society for Simulation in Healthcare Center for the membership renewal and dues for the Health Sciences Simulation Center. Fiscal Impact: \$398.00

Presenter(s): Donald Astrab, VP, Academic Operations, Analytics, & Comm

What is the purpose of this contract and why is it needed? SSH Accreditation is a peer-reviewed, customized evaluation of your healthcare simulation program. This accreditation examines simulation program's processes and outcomes in assessment, research, teaching/education, and systems integration. To remain accredited, the simulation center must be a SSH member. The simulation center director and or designated staff must have access to SSH to submit annual reports, accreditation documents and so forth.

What procurement process or bid waiver was used and why? Small purchase for Category One (\$0.00 - \$10,000) per College Procedure A6Hx2-6.34 was used, where there are no formal or informal competitive requirements for goods and services acquired by the College at this dollar threshold. Membership dues, per the Florida Statute 119.01(3) requires that all financial, business and membership records held by the organization in relation to the individual(s) or organization(s) for whom a purchase order is being issued are to be considered public records and shall be subject to the provisions of Florida Statute 119.07.

Is this a budgeted expenditure from the budget established at the last June Board of Trustees meeting? Yes.

What fund, cost center and line item(s) were used? FD100; CC0334; GLC- 64502:Inst. Memberships and Sponsorships.

Has Broward College used this vendor before for these products or services? Yes.

Was the product or service acceptable in the past? Yes.

Was there a return on investment anticipated when entering this contract?The SSH Membership is where Dr. Lilia Chavarria now serves as Vice Chair on the SSH Patient Safety & Simulation Collaborative Affinity Group. Also Dr. Chavarria is on the Development Task Committee with Barbara Genader.

Was that return on investment not met, met, or exceeded and how? We exceeded expectations due to Dr. Lilia Chavarria traveling to the IMSH Conference to present on behalf of the Health Sciences Simulation Center, which put out Broward Colleges successes worldwide. The HSSC is accredited by the Society for Simulation which is crucial to the maintaining the high-quality program we have here today and to remain accredited, the simulation center must be a SSH member.

Does this directly or indirectly feed one of the Social Enterprise tactics and how? Not Applicable.

Did the vendor amend Broward College's legal terms and conditions [to be answered by the Legal Office] if the College's standard contract was used and was this acceptable to the Legal Office?The General Counsel's office has reviewed the agreement and any deviation to the College's standard terms has been deemed acceptable.

FISCAL IMPACT:

Description-\$398.00 for CC0334; BU010; FD100, PG000168.

06/25/24	CC0344 · Sim Center Administration	(\$398.00)
	Decrease from Budget for Membership	

Jeffrey Nasse

Jeffrey Nasse, Provost and SVP of Academic Affairs 5/13/2024

APPROVAL PATH: 12183: Society for Simulation in Healthcare Membership Renewal & Dues FY 2024-2025 (Sim Center)

Workflow Edit View Add Work Item

Stage	Reviewer	Description	Due Date	Status
1	Lilia Chavarria	Senior Director Review		Completed
2	Donald Astrab	Vice Provost Review		Completed
3	Jeffrey Nasse	Provost and SVP of Academic Affair		Completed
4	Natalia Triana-Aristizabal	Contracts Coordinator		Completed
5	Zaida Riollano	Procurement Approval		Completed
6	Christine Sims	Budget Departmental Review		Completed
7	Rabia Azhar	CFO Review		Completed
8	Legal Services Review Group	Review and Approval for Form and		Completed
9	Electronic Signature(s)	Signatures obtained via DocuSig		Pending
10	Natalia Triana-Aristizabal	Contracts Coordinator		Pending
11	Board Clerk	Agenda Preparation		Pending
12	District Board of Trustees	Meeting	06/11/24 09:30 AM	Pending

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Society for Simulation in Healthcare

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Minneapolis, MN 55485-6114

Phone: 866-730-6127

Broward College Simulation Center
3501 Davie Road
Davie, FL 33314

INVOICE

Number: 91988

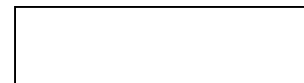
PO Number:

DATE	CONTACT
5/9/2024	29428

Items	Quantity	Price	Total	Paid	Due
Bulk Memberships - full price, 2 bulk membership renewals: Lilia Chavarria & Barbara Genader	2	\$199.00	\$398.00	\$0.00	\$398.00

2 bulk membership renewals: Lilia Chavarria & Barbara
Genader

Order Subtotal:	<u>\$398.00</u>
Payment Received:	<u>\$0.00</u>
Total Due:	<u>\$398.00</u>



Please log into your SSH account and go to your profile page. You may pay by credit card there. Or, to make a payment by phone, call our toll free number at 866-730-6127.