



## 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 dues and renewal for the Health Sciences Simulation Center. Fiscal Impact: \$199.00**

**Presenter(s):** John Thornton, Dean, Business Affairs Central

**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- 65000: Professional Fees.

**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. Roberto Perez-Diaz will gain growth in his networking amongst other colleagues in his field of work. This will lead to him becoming established so that he can hold a position within SSH. Along with keeping the Broward College's Health Sciences Simulation Center Accredited, which is a must.

**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: \$199.00 for CC0334; BU010; FD100, PG000168.

**10/29/24**

**CC0344 · Sim Center Administration**

**(\$199.00)**






















APPROVAL PATH: 12496 Society for Simulation in Healthcare FY2024-2025 (Sim Center)

 **Workflow**

 Synchronize Routing

 Edit View

 Add Work Item

Stage	Reviewer	Description	Due Date	Status	
1	Lilia Chavarria	Senior Director Review		 Completed	
2	John Thornton	Vice Provost Review		 Completed	
3	Jamonica Rolle	Provost and SVP of Academic Affair		 Completed	
4	Natalia Triana-Aristizabal	Contracts Coordinator		 Completed	
5	Orlando Aponte	Procurement Approval		 Completed	
6	Christine Sims	Budget Departmental Review		 Completed	
7	Rabia Azhar	CFO Review		 Completed	
8	<b>Legal Services Review Group</b>	Review and Approval for Form and		 Completed	
9	Board Clerk	Agenda Preparation		 Completed	
10	District Board of Trustees	Meeting	11/12/24 11:00 AM	 Pending	
11	<b>Electronic Signature(s)</b>	Signatures obtained via DocuSig 		 Pending	
12	Natalia Triana-Aristizabal	Contracts Coordinator		 Pending	



**Society for Simulation in Healthcare**

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 Minneapolis, MN 55485-6114

Phone: 866-730-6127

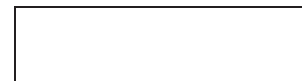
Broward College Simulation Center  
 3501 Davie Road  
 Davie, FL 33314

<b>INVOICE</b>	
<b>Number: 95772</b>	
<b>PO Number:</b>	
<b>DATE</b>	<b>CONTACT</b>
8/29/2024	29428

Items	Quantity	Price	Total	Paid	Due
Bulk Memberships - full price, 1 year membership for Dr. Roberto Perez-Diaz	1	\$199.00	\$199.00	\$0.00	\$199.00

1 year membership for Dr. Roberto Perez-Diaz

Order Subtotal:	\$199.00
Payment Received:	\$0.00
Total Due:	\$199.00



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.