

Independent Intake Organization – Call for Applications – Additional Document

Question 3.2.3 - Alignment to the Key Principles and compliance to GO ITS Standards - Applicant Worksheet

Describe how your IT solution, infrastructure, and operations fulfill each of the key principles listed in column A and comply with the GO-ITS standards listed in column C. Please provide your response in column D.

Alignment to Key Principles

A	B	C	D
Key Principle	Description and Examples	Applicable Government of Ontario Information Technology Standards (GO-ITS)	Applicant Response
Person-centered	<p>A solution that supports the needs of children and youth on the autism spectrum and their families throughout their journey in OAP.</p> <p>Considers the end-user and develops solutions to support the needs of families in a simple and user-friendly way.</p> <p>Ensures the service is accessible to all users regardless of their individual abilities, device, environment or quality of access, including language preferences. For more information, please refer to the Ontario Digital Service Standards, which references:</p> <p>Accessibility - Accessibility for Ontarians with Disabilities Act, Information and Communication Standard</p>	<p>Accessibility for Ontarians with Disabilities Act, Information and Communication Standard</p>	

Alignment to Key Principles

A	B	C	D
Key Principle	Description and Examples	Applicable Government of Ontario Information Technology Standards (GO-ITS)	Applicant Response
	<p>French language - French Language Services Act, Government services in French</p> <p>Open data</p> <p>Social Media</p> <p>Considers the needs of Care Coordinators, service providers and other users in the OAP ecosystem.</p> <p>System is AODA compliant and provides good user experience</p> <p>Refer to MCCSS's AODA and Integrated Accessibility Standards</p> <p>Considers all other relevant GO-ITS standards, which includes provisions under:</p> <ul style="list-style-type: none"> o The OPS Anti-Racism Policy o FIPPA o PHIPHA regulations 	<p>French Language Services Act,</p> <p>Open Data Directive</p> <p>Ontario Public Service social media guidelines</p> <p>AODA</p> <p>Integrated Accessibility Standards</p> <p>The OPS Anti-Racism Policy</p> <p>FIPPA</p> <p>PHIPHA</p>	
Scalable and flexible digital solution	<p>A modern, digital solution which will be able to scale to support the needs-based OAP now and in the future as new program elements are introduced.</p> <p>Adaptable to the changing needs of families over the course of their journey in the OAP.</p> <ul style="list-style-type: none"> - Scalable to support other special needs programs. 		

Alignment to Key Principles

A	B	C	D
Key Principle	Description and Examples	Applicable Government of Ontario Information Technology Standards (GO-ITS)	Applicant Response
	<ul style="list-style-type: none"> - Flexible to meet the evolving business needs of the OAP while streamlining workflows and administrative tasks 		
<p>Open and interoperable to integrate with other systems</p>	<ul style="list-style-type: none"> - The system has the capability to integrate with MCCSS' data warehouse to enable secure and automated transfer of data in order to meet MCCSS data and reporting requirements. - Regular transfer of up-to-date family data is required to enable MCCSS to oversee, measure and assess how children, youth, and families are accessing the program over time. -Has the potential capacity to be able to integrate with a myriad of third party external software systems including, but not limited to: financial applications, reporting tools and business intelligence software, as needed. - The system is developed using open standards to facilitate interoperability and data exchange between different systems and services in the OAP ecosystem. 		

Alignment to Key Principles

A	B	C	D
Key Principle	Description and Examples	Applicable Government of Ontario Information Technology Standards (GO-ITS)	Applicant Response
<p>Collect and share records with all relevant parties</p>	<ul style="list-style-type: none"> - The system will provide a centralized repository of all family records that enables Care Coordinators and other service provider in the RSNs to access all the pertinent information about the family from a single location. - Facilitate sharing and exchange of family information in real-time with relevant professionals involved in the family's service delivery to support access to information to inform decision-making related to the family's services; as well as to provide a holistic view of each family by linking information collected by other service providers in the ecosystem. - Enable families to access and view their child's OAP record, update address and contact information with ease and at their convenience by offering a self-service portal. 		

Alignment to Key Principles

A	B	C	D
Key Principle	Description and Examples	Applicable Government of Ontario Information Technology Standards (GO-ITS)	Applicant Response
Support family privacy	<p>Protects privacy of family information through comprehensive safeguards across the data lifecycle (collection, preparation, input, processing, output, storage/archiving). This includes ensuring appropriate compliance with Part X of the Child, Youth and Family Services Act, 2017, personal information, privacy provisions or other privacy legislation (e.g. FIPPA, PIPEDA, PHIPA) for scenarios not contemplated in the CYFSA, as well as MCCSS data privacy and security policies and procedures.</p> <p>Refer to GO-ITS 25.0 General Security Requirements</p>	<p>25.0 General Security Requirements.</p>	
ADDITIONAL STANDARDS			
Data Integrity	<ul style="list-style-type: none"> - The data maintained by the IIO are accurate, authentic, and without corruption 		
Accessibility	<ul style="list-style-type: none"> - The system can be used by people with the widest range of capabilities - The system ensures the service is accessible to all users regardless of their individual abilities, device, environment or quality of access, including language preferences 		

Alignment to Key Principles

A	B	C	D
Key Principle	Description and Examples	Applicable Government of Ontario Information Technology Standards (GO-ITS)	Applicant Response
Availability	<ul style="list-style-type: none"> - The degree to which users can depend on the system to be up (able to function) during normal operating hours 		
Survivability, Reliability & Supportability	<ul style="list-style-type: none"> - The system continues to function and is able to recover quickly in the event of a system failure - The system consistently performs the specified functions without failure - The software system is cost-effective to maintain 		
Business Continuity	<ul style="list-style-type: none"> - The system identifies potential impacts that threaten the organization; and - Capability for an effective response that safeguards the interests of its key stakeholders, reputation, brand and value creating activities and ensures continuity of products/services. 		
Disaster Recovery	<ul style="list-style-type: none"> - The organization has developed and implemented a Disaster Recovery Plan which: - Outlines a process and documents arrangements and procedures that enable the organization to respond appropriately to an unplanned incident that causes an unacceptable period of outage. 		

Alignment to Key Principles

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Key Principle	Description and Examples	Applicable Government of Ontario Information Technology Standards (GO-ITS)	Applicant Response
Data Migration	- The organization has tools and capacity to support data migration activities including extracting data from MCCSS OACIS application that can be uploaded into the IIO's system to create an OAP family registry.		

COSTING (150 POINTS)

Expenditure	Start-up Costs (2021-22)	Ongoing cost (2022-23)	Comments/Assumptions
Human Resources - Full-time positions - Administrative Supports - Project Management			
Equipment			
Supplies			
Technology Costs			
Software enhancements/ Development of new solutions			
Hardware			
Infrastructure			
Support and Maintenance			
Training and change management			
Service Costs			
Translation Costs			
Contingency Costs			
Other (specify)			
Allocated Central Administration			

