



## American Academy of Orthotists and Prosthetists RFP on Outcome Measure “How-To” Video Project

### REQUEST FOR PROPOSALS (RFP)

#### Project Title: Outcome Measure “How-To” Video Project III

The American Academy of Orthotists & Prosthetists (the Academy) invites proposals for development of instructional videos and supplementary materials that demonstrate setup, administration, scoring, and interpretation of outcome measures suited to use in orthotic and prosthetic (O&P) clinics. Videos and supplementary materials will be hosted on the [Academy Paul E. Leimkuehler Online Learning Center \(OLC\)](#), and videos will be posted to the Academy YouTube channel. Applicants may propose to develop videos and associated materials for up to five outcome measures. Applicants may select an outcome measure from the list provided by the Academy Outcomes Research Committee (ORC) or recommend another measure that is relevant to O&P clinical care.

RFP:16929 requests proposals for development of instructional videos and supplementary materials that demonstrate setup, administration, scoring, and interpretation of outcome measures suited to use in orthotic and prosthetic (O&P) clinics.

#### **Essential Details**

Tasks: Produce one or more videos that demonstrate setup and administration of outcome measures suited to O&P practice. For each measure, develop an instrument review that summarizes relevant information about the instrument (e.g., time of administration, required equipment, administration instructions, psychometric properties, normative data). For each measure, develop four questions that can be used to assess learners’ competency and understanding of the selected measures.

Each year the award provides up to \$1,700 per outcome measure (up to five measures). Applications are due to the Academy no later than February 28 and award notification takes place six to eight weeks from the date of submission deadline.

Funding: \$1,700 per outcome measure (up to five measures)

Proposal(s): February 28

## **Section 1— General Information**

### **Background**

Clinicians are increasingly expected or required to use outcome measures to support the provision of O&P services and devices. However, many clinicians may be unfamiliar with the wide range of outcome measures available for use with O&P patients. Continuing education (CE) is needed to provide O&P clinicians with knowledge of available outcome measures, and how best to apply them in clinical practice. Succinct “on demand” videos and supplementary written materials can help familiarize clinicians with measures best suited to O&P settings and patients. To address the need for outcome measure resources, the Academy has created an initial series of “How-To” instructional videos and instrument reviews. Additional videos and instrument reviews are needed to familiarize clinicians with a broad range of outcome measures available.

**Project Overview:** The goal of this project is to add five additional videos and accompanying instrument reviews to the Academy “How-To Videos” module. Clinicians will be able to access this resource and obtain continuing education credits after passing the accompanying exam. This OLC module serves to supplement other resources available to Academy members and other healthcare providers on the Academy website. The videos also serve to de-mystify the term “outcome measurement” by providing clinicians with a practical guide on how to administer measures, properly interpret results, and implement a sustainable and realistic outcome measurement protocol for everyday clinical care. The accompanying written materials support use of these measures by summarizing their psychometric properties and providing clinicians with the knowledge needed to effectively apply the measures in clinical practice.

Note: The Academy’s choice to include or “spotlight” measures do not constitute an endorsement of the measures by the Academy, nor is it a denouncement of measures not included in the OLC module.

### **List of Potential Outcome Measures**

|  |  |
|--|--|
| Amputee Mobility Predictor (AMP)   | Modified Emery Functional Ambulation Profile (mEFAP) |
| Assessment of Capacity for Myoelectric Control (ACMC)                      | StepWatch Activity Monitor                           |
| Functional Reach Test  | Southampton Hand Assessment Procedure (SHAP)         |
| Activities Measure for Upper Limb Amputees (AM-ULA)                        | Assessment of Motor and Process Skills (AMPS)        |
| The Assisting Hand Assessment (AHA)  | Star Excursion Balance Test (SEBT)                   |
| Child Amputee Prosthetics Project - Functional Status Inventory (CAPP-FSI) | Jebesen-Taylor Test of Hand Function (JTHF)          |
| Balance Error Scoring System (BESS)  | Arm Motor Ability Test (AMAT)                        |
| Unilateral Below-Elbow Test (UBET)   | Edinburgh Gait Scale (EGS)                           |
| Box and Blocks Test (BBT)  |  |

Edinburgh Visual Gait Score (EVGS)  
Figure of 8 Test  
Component Timed Up and Go (C-TUG)  
Sollerman Hand Function Test  
Prosthetic Upper Extremity Functional

Index (PUFI)  
Romberg and Sharpened Romberg Test  
UNB Test of Prosthetic Function  
Foam and Dome Test

### **Completed Measures (not available for video production)**

The following outcome measures already have available video instructions on the Academy OLC and are not eligible for application for this award.

- Single Limb Stance Test
- Timed Up and Go
- L Test
- 10-Meter Walk Test
- Four Square Step Test
- Dynamic Gait Index
- Berg Balance Scale
- Prosthetic Observational Gait Score
- Prosthetic Limb User Survey – Mobility
- Five Times Sit-to-Stand Test

## **Section 2— Specific Requirements**

### **Eligibility**

Proposals will be accepted from:

- Accredited O&P practitioner programs
- Research universities
- O&P organizations
- Clinical practices
- Individuals

### **Scope of Work**

**Task I:** Develop written outline(s) and/or script(s) of scenes to be videotaped that demonstrate setup and administration of the outcome measure. This should include any written information that will be displayed on screen during the video. The Outcomes Research Committee (ORC) will review the proposed outline(s) and/or script(s) to ensure that the developers maintain an appropriate level of methodological rigor. All written materials should be submitted in a Microsoft Word (\*.DOC or \*.DOCX) format file. All written materials must be approved by the ORC before video production (Task II) is initiated.

**Task II:** Produce one or more succinct videos that demonstrate setup and administration of the selected outcome measure(s). Videos should include applicable details of measure setup and administration (e.g., equipment, patient instructions, demonstration). Applicants are encouraged to split longer videos into multiple parts, as appropriate (e.g., one video for setup, one for administration; short videos for each type of similar tasks). Videos that

include patient models are strongly encouraged. Developers must obtain and provide evidence of consent for any individuals included in the developed materials. Use of high definition video and high-quality audio content is required. Developers must specify the audio/visual equipment they plan to use in their application.

**Task III:** Author a review of the measure to support its use in routine clinical practice. If available, reviews should include details regarding construct of measurement, time of administration, required equipment, administration instructions, psychometric properties (i.e., reliability, validity, sensitivity, and responsiveness), normative data, and cost. Examples of instrument reviews are available on the OLC and at [rehabmeasures.org](http://rehabmeasures.org). Developers are encouraged to submit instrument reviews to [rehabmeasures.org](http://rehabmeasures.org), as appropriate.

**Task IV:** For each measure, create four multiple choice quiz questions to assess learners' competency and knowledge. Questions should be based on information presented in the video and supplementary materials. Questions will be combined to create a quiz for the OLC module.

### **Funding Available**

RFP: 16929 The total funding available for production of each video and instrument review must not exceed \$1,000. Total costs (direct costs plus indirect costs) must not exceed this amount. The indirect (facilities and administrative) cost rate for this proposal must not exceed 10 percent.

The RFP invites innovative pricing proposals that may include in-kind support. Examples of in-kind support include donation of equipment or resources that enhance the quality of the videos or educational materials. Applicants must specify any specific requests associated with in-kind support (e.g., inclusion of a logo from an external company or organization – see this video for example of a logo).

NOTE: If an organization proposes to produce more than one video, the total budget will be prorated at \$1,000 total cost per video. A single applicant may apply for all five videos, in which case the total award will be up to \$5,000.

Note: The Academy reserves the right to copyright the developed materials, but the developers and/or their associated institution(s) may use the materials for educational purposes without charge.

### **Section 3— Proposal Specifications**

Proposals should include the following sections. Please note individual section page limits.

1. Cover letter (one page)
  - Project title as stated above, indicating RFP(s) to which the proposal responds.
  - All contact information for your project lead. This individual must have the authority to represent your organization in such matters.
2. Description of work to be performed (no more than five pages)
3. Budget and justification (one page)
  - The budget should identify personnel costs (and associated effort), material costs, other direct costs, and any indirect costs. Indirect costs (facilities and administrative costs) must not exceed 10 percent of the total budget.
4. Biosketches for key personnel
  - Provide a biosketch (no more than four pages per individual) for key personnel who will provide significant labor effort or direction to the proposed project. *NIH-format biosketches are acceptable.*
  - Biographical information should include current title, organizational affiliation, and professional information pertinent to this task.
5. Description of video production capacity and related previous work
  - Submission of previous materials (*e.g., videos and/or critical appraisals of outcome measures*) produced by the applicant(s) is recommended.

### **Contact Information**

All requests for additional information may be directed to:

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Outcomes Research Committee  
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