



Request for Resources

Date: **May 31, 2024**

RFR Submission Deadline: **3:00 pm June 14, 2024**

The John Howard Society of Saskatchewan (JHSS) is seeking Privacy Impact Assessment Services for the Saskatchewan Integrated Youth Services initiative. JHSS is leading the development and implementation of an innovative approach to service delivery for youth and young people. This initiative has four Integrated Youth Services (IYS) sites that are being established and will be launched within the province, under the guidance of a JHSS. This initiative will ensure that youth, young people and their caregivers have access to targeted services and supports through an integrated model of care that is supported through a blended funding model.

Integrated Youth Services in Saskatchewan

The Government of Saskatchewan is investing \$3.4M annually to support the establishment and operation of Integrated Youth Services in Saskatchewan.

Under the leadership of the John Howard Society of Saskatchewan (JHSS), four physical sites (Regina, Moose Jaw, Humboldt and Sturgeon Lake First Nation) and virtual services for youth aged 12-25 and their caregivers are being developed, with services to begin in 2024-25.

Sites will each be operated by a Lead Agency, in partnership with other community/local services.

What is Integrated Youth Services (IYS)?

Integrated Youth Services is a global movement, aimed at transforming how youth, young people and their families find and access the resources, services and supports they need.

IYS sites provide rapid access to co-located, evidence-based, culturally safe, and youth-targeted core services and supports with a focus on prevention and early intervention, including:

- mental health and addictions services;
- physical health services;
- education, employment and training supports;
- social and community services;
- youth and family peer supports;
- ceremony and cultural supports; and,
- other services as identified by community need.

Saskatchewan's IYS will:

- be rooted in integration and stepped care;
- offer a variety of youth-focused services under one roof;
- place emphasis on community partnerships;
- be accessible by self-referral and walk-ins;
- offer services during non-traditional hours;
- be co-developed through engagement with youth; and,

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Ph: (306) 244-8347

REGINA OFFICE

1801 Toronto St.
Regina SK, S4P 1M7
Ph: (306) 757-6657

PROVINCIAL OFFICE

2323 Broad St.
Regina SK, S4P 1Y9
N/A

MOOSE JAW OFFICE

15 Hochelega St. W.
Moose Jaw SK, S6H 2E9
Ph: (306) 693-0777

PRINCE ALBERT OFFICE

250 28th St. W.
Prince Albert SK, S6V 4S9
Ph: (306) 764-4342



- be youth-friendly and culturally responsive.

Saskatchewan IYS Backbone
[\(https://saskiys.ca/\)](https://saskiys.ca/)

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 THE JOHN HOWARD SOCIETY OF SASKATCHEWAN

The John Howard Society of Saskatchewan (JHSS) was awarded a contract in November 2022 to serve as the IYS Backbone (accountable partner). JHSS is responsible for entering into contracts for site operations with each Lead Agency and guiding the implementation of a consistent IYS model in the province.

JHSS developed a provincial Youth Co-Design Team in summer 2023 from approximately 100 youth applicants. The 18 youth from 11 communities are providing guidance to JHSS on a number of key deliverables, including development of a name and branding for Saskatchewan’s IYS model.

JHSS led a procurement process to identify site locations and Lead Agencies which were announced in January 2024 (<https://www.saskatchewan.ca/government/news-and-media/2024/january/30/four-communities-to-host-new-integrated-youth-services>):

- the YWCA of Regina, for a site in Regina;
- the YMCA Regina, for a site in Moose Jaw;
- Partners Family Services, for a site in Humboldt; and,
- Sturgeon Lake First Nation Health Centre for a site on Sturgeon Lake First Nation.

Site development, hiring of staff, and establishment of local partnerships and service agreements is underway at all four sites, with sites to open in 2024–25. Additionally, the backbone and sites are currently establishing provincially coordinated/standardized process and tools, and sites are working on local customization to meet the needs of their youth.

Services Requested

A comprehensive PIA is required on the Saskatchewan Integrated Youth Services initiative which is comprised of a provincial backbone organization (JHSS), and four sites and virtual services under development. The PIA would accomplish the following:

- Ensure compliance with applicable legal, regulatory, and policy requirements for privacy
- Identify and evaluate risks of privacy breaches or other incidents
- Identify controls or strategies to mitigate unacceptable risks

The PIA would include

- Specific considerations of youth privacy, including protection of personal information including health data - services are accessible to youth aged 12 – 25
- A review of data collection and data sharing; PIA to include considerations of Indigenous data - OCAP principles.

Knowledge/familiarity with OCAP principles are an asset.

Proposal to include

- Proposed timeline/process to conduct a comprehensive PIA

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EFFECTIVE

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- Bio/resume of consultants/subcontractors
- Professional Fees: Provide a quote that includes a breakdown of the cost associated with any materials or services that may be required to conduct a comprehensive PIA including or any other miscellaneous costs anticipated to perform the task. The costs shall include disbursements and administrative charges, travel, photocopying, printing and mailing charges.

Privacy Matters

In the event this contract requires on-site work at the facility at the John Howard Society of Saskatchewan in connection with the supply of the deliverables, this contract (and/or its employees and agents) may be required to sign supplemental confidentiality agreements and/or personal information privacy agreements prior to accessing such facilities.

Conflict of Interest

The successful personnel are asked to disclose to John Howard Society of Saskatchewan in writing whether it has any actual, potential or perceived conflicts of interest relating to their participation in this RFR or their provision of the Services to John Howard Society of Saskatchewan, and if so, the nature of each conflict of interest. Failure to do so may, in the sole discretion of John Howard Society of Saskatchewan, result in disqualification. Further, a vendor may, in the sole discretion of John Howard Society of Saskatchewan, be disqualified from this RFR process if the personnel is found to have a conflict of interest.

Submissions

Onus and responsibility rests solely with the applicant to submit its application to the email address listed on this RFR on or before the application deadline. JHSS does not accept any responsibility for proposals submitted to any other email address by the applicant or its partners. Applicants are encouraged to make submissions before the deadline. Applications sent near the deadline do so at their own risk.

Executable file formats such as .exe will not be accepted. The preferred file formats are .pdf, .doc, .docx, .xls and .xlsx.

Please direct all inquiries related to submissions of the Request for Proposals to:

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Pamela Reimer
Director of Integrated Youth Services John Howard Society of Saskatchewan
preimer@sk.johnhoward.ca

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