

Supplemental Materials

Real-Time Evaluation Survey for Planning 101 Session

1 - How much do you know about workforce planning?

1 Nothing / 2 A little / 3 Some / 4 A lot / 5 I'm an expert

2 - How important is workforce planning for the success and sustainability of your OHT?

1 Not at all / 2 Not very / 3 Somewhat / 4 Very / 5 Extremely

3 - How confident are you that you will be able to undertake workforce planning for your OHT?

1 Not at all / 2 Not very / 3 Somewhat / 4 Very / 5 Extremely

4 - How enthusiastic do you feel about workforce planning?

1 Not at all / 2 Not very / 3 Somewhat / 4 Very / 5 Extremely

5 - What are some of the barriers you foresee when putting planning into practice?

Choose all that apply: HR / Budget / Skills / Data / Other (please specify)

6 - What are some of the facilitators that you foresee when putting planning in to practice?

Choose all that apply: Data / Tools / Support / Other (please specify)

Pre-Session Survey for one-on-one OHT Engagement Sessions

1 - Please select your OHT.

Drop down list of the five engaged OHTs.

2 - 2. Below is a list of factors that may influence health workforce planning in Primary Care, as identified through OHT reporting, public reporting, and other forums. Please select your top 3 priorities to focus on in the meeting.

Choose top three priorities: Physician retirement; Large portion of patients from outside OHT; Use of virtual care; Population growth; Opening/closing of practices; Changing practice patterns; Population characteristics; Changing scope of Pharmacists, NPs, and Midwives; Planning in the context of OHT attribution; Managed care primary care businesses, and real estate value.

3 - In order to address these priorities, please select 2 of the following activities that would best support your planning process.

Choose top two activities:

Overall OR High level fit-for-Purpose Planning - Explore questions related to horizon scanning, scenario generation, workforce modeling, and policy analysis

Data package review - Review data highlights, interpretations and uncertainties, Policy analysis - Explore levers, policy options, and resources available to drive change

Horizon scanning - Participate in an in-depth horizon scanning exercise to identify key issues for your OHT

Scenario analysis - Discuss what could happen in your community over the next 2 years, 5 years, 10 years?

Policy analysis - Explore levers, policy options, and resources available to drive change

Deductive Codebook & Definitions

Table 1. Deductive codes and definitions

Deductive Codes (FGFS Framework)	Definitions
Adoption Mechanisms	
Better Ideas	Ideas put forward which emphasize the design for spreading or scaling planning interventions; Ideas which are novel to current planning practices; Ideas which align with the culture of planning and individuals that are involved in planning.
Leadership	Engaging with leadership for the purpose of workforce planning; The capacity to lead spread and scale of planning initiatives and ensure their adoption.
Communication	Communication the value of workforce planning to leadership and those doing the work of planning; Communication withing planning teams.
Policy	Policies or regulatory documents, processes, organizations, or individuals, that influence the spread and scale of planning or which are developed from the planning process.
Culture of Urgency & Persistence	Why individuals or organizations want to join the effort of workforce planning; Whether there is an urgent need for planning; Will and energy needed to continue planning efforts to achieve spread and scale.
Support Systems	
Learning Systems	Mechanisms of collecting and rapidly sharing ideas or interventions for spread and scale of workforce planning.
Data Collection and Reporting Systems	Regularly delivering feedback to improve the processes and outcomes of innovations for workforce planning; Tracking processes and outcomes of planning innovations need to be collected and reported frequently to improve spread and scale processes.
Infrastructure	Structural considerations including tools and resources, communication systems, planning support programs, etc.
Human Capacity and Capability	Key individuals with the right skillset for planning; Training and education for people doing the planning work.
Design for Sustainability	Reliable processes to support sustainability of workforce planning innovations; Plans for innovations to be sustained or to address future planning.