



Call for a consultant to evaluate the accessibility of Continuing Education programming at the Society of Family Planning

The Society of Family Planning advances a vision of just and equitable abortion and contraception informed by science. By leveraging the powerful tools of science and medicine, we hope to ensure: 1) abortion and contraception practices and policies are grounded in science and center people whose access to care is constrained by systems of oppression, and 2) all people have access to evidence-informed and person-centered abortion and contraception, including people whose access to care is constrained by systems of oppression.

To achieve our vision and desired impacts, we focus on the following strategies, as described in our [2023-2028 strategic plan](#):

1. Convening a diverse, equitable, inclusive, and multidisciplinary community of all engaged in the science and medicine of abortion and contraception,
2. Supporting the production and resourcing of research primed for impact,
3. Organizing and leveraging research primed for impact,
4. Ensuring clinical care is evidence-informed and person-centered through guidance, medical education, and other activities,
5. Developing and supporting leaders in abortion and contraception to transform healthcare systems, and
6. Aligning the organization's governance, operations, and overall resources to be in service of the strategies designed to bring our collective vision to life.

Role description

The Society develops continuing education (CE) programming that supports the adoption of evidence-informed and person-centered clinical practice. The Society is an accredited provider of continuing medical education through the ACCME. We aim to develop CE programming that is equitable and responsive to the continuing education needs of a diverse group of clinician members, enabling all participants to engage meaningfully and achieve their learning goals. To support these efforts, we seek a collaborative and capable individual or team to assess the accessibility of our CE

programming and identify and recommend necessary updates and innovative approaches to improving its accessibility.

Scope

The scope of work encompasses the following key tasks:

- **Review and assess the accessibility of current programming:** Assess the design and delivery of current CE programming and resources to identify if they allow learners of all abilities, including functional, physical, sensory, and/or neurodivergent abilities, to fully engage with and benefit from the programming. Current CE programming included in this assessment includes <https://societyfp.org/learning/>, <https://societyfp.org/clinical/>, and [Society Education](#), including CE resources on these pages, such as courses and modules, clinical guidance slide decks, resource guides, and webinars. *The Society will confidentially provide internal learnings from educational programming to date.*

Deliverable:

- Summary analysis of accessibility of current programming at the Society
- **Identify necessary updates to improve accessibility:** After identifying gaps in the accessibility of the Society's CE programming, develop a detailed summary of updates necessary to improve the accessibility.

Deliverable:

- Summary of common practices for ensuring accessibility of CE programming as well as specific recommendations to improve the accessibility of CE programming and activities
- **Recommendations for accessibility updates:** Provide actionable recommendations for improving the accessibility of existing CE programming and guidelines for developing new programming that improves the accessibility of CE programming to advance Strategy 4 and meet the educational needs of learners, regardless of their abilities.

Deliverables:

- Evaluation of the resources necessary to make necessary updates to improve the accessibility of CE programming
- Resource on best practices to improve the accessibility of the Society's CE programming

Budget

The total budget for this project is \$5,000, which will be paid in thirds as each deliverable is completed. Deliverables and progress updates will be provided to Robin Watkins, Director of Clinical Affairs and Medical Education, regularly throughout the engagement.

Expressions of interest

We welcome individuals and teams with diverse backgrounds, skill sets, and perspectives to express interest. This includes those whose work has focused on digital design and disability advocacy, as well as divergent thinkers who bring innovative approaches to problem-solving.

Interested individuals or teams should submit a two-page proposal (.pdf file) [here](#) that highlights previous accessibility work, with a preference for work in family planning, and outlines your approach:

- Highlight a past project where you assessed the accessibility of educational programming. Briefly describe your approach to identifying gaps and implementing solutions that address diverse learner needs, including functional, physical, sensory, and/or neurodivergent abilities.
- Briefly describe how you ensure your recommendations for improving accessibility are equitable, evidence-informed, and person-centered, particularly for learners whose access may be constrained by systems of oppression.

Proposal materials should be submitted [here](#) by **November 14, 2024**. Interested individuals and teams are encouraged to submit proposals as early as possible, and will be reviewed on a rolling basis.