
R TRAINING – FOUNDATIONS TO ADVANCE PROGRAMMING

Introduction

Health Quality Alberta is a provincial agency that brings together patients, families, and our partners from across healthcare and academia to inspire improvement in patient safety, person-centred care, and health service quality. We assess and study the healthcare system, identify effective practices, and engage with Albertans to learn about their experiences. Our responsibilities are outlined in the *Health Quality Council of Alberta Act*. We encourage you to visit our [website](#) to learn more about us, our survey and measurement work, and the variety of products we produce.

Health Quality Alberta is looking for a qualified vendor to design and deliver a comprehensive R training program for the Health System Analytics (HSA) team. This year-long program is intended to build staff capability from introductory to advanced programming proficiency, and proposals should demonstrate clear value, instructional quality, and scalability, supporting the organization's transition toward modern, reproducible, and standardized analytical and reporting workflows.

This request for quote (RFQ) provides background on Health Quality Alberta's analytics efforts, outlines objectives for the R training program, and describes requirements and expectations for vendor submissions. Preference will be given to proposals that demonstrate strong alignment with a survey analytic environment, evidence-based instructional design, and the ability to deliver measurable capability gains within the proposed timeline and cost structure. Vendors are encouraged to propose refinements or alternative approaches that may strengthen the design, delivery, effectiveness, or long-term sustainability of R capabilities within the organization.

Proposals are due May 1, 2026 by 4:00pm MDT. A written report is to be submitted to Health Quality Alberta to Dianne.Schaeffer@hqa.ca. Late submissions will not be accepted.

Project description

Health Quality Alberta is implementing a strategy to strengthen analytics, reproducibility, and digital reporting across the organization. The HSA team currently relies on multiple analytics platforms, resulting in fragmented workflows, variable documentation practices, and limited ability to share code or flexibly reassign work across projects.

To address these challenges, Health Quality Alberta is standardizing key survey analytics and reporting workflows in R, aligning with established practices across health systems, academia, and government. As a core component of this transition, Health Quality Alberta seeks a vendor capable of delivering high impact, applied training that results in demonstrable improvements in staff proficiency, workflow consistency, and reporting efficiency.

The training is intended for approximately 14 HSA team members, representing a range of existing programming experience. **Vendors must provide pricing structures that accommodate a cohort of about 14 participants (±4 people) and clearly articulate how pricing scales with cohort size and delivery intensity.**

The training program is expected to directly support:

- Improved consistency and reproducibility in analytics
- Standardized data workflows and shared code libraries/resources
- Reduced reliance on legacy tools

- Development of reproducible reporting and automation workflows
- Alignment with Health Quality Alberta's broader digital reporting modernization

The selected vendor will begin with a discovery process to tailor the training to Health Quality Alberta data sources, analytic workflows, and reporting needs. Proposals should clearly explain how discovery findings will inform curriculum design and delivery adjustments.

Project deliverables

The R training program is expected to span from **June 2026 to March 2027**, delivered in two structured phases that support progressive development from foundational skills to advanced analytics and reproducible reporting. Vendors should align their proposed approach with the framework outlined below, while clearly identifying any efficiencies, accelerations, or enhancements that improve value for Health Quality Alberta.

1. Foundations and Applied Skill-Building

Focus:

- Introduction to R and RStudio
- Programming fundamentals (e.g., objects, functions, workflows)
- Statistical analysis foundations
- Applied survey analysis using Health Quality Alberta data
- Introductory and intermediate visualizations
- Introduction to reproducible reporting
- Early development of shared coding practices and documentation standards

Deliverables:

- Foundational and intermediate training modules
- Hands-on exercises using HSA datasets
- Beginner and intermediate skill assessments
- Initial reproducible reporting templates
- Mid-program progress summary and recommendations, including identified risks, gaps, and required course corrections

2. Advanced Analytics, Reporting, and Integration

Focus:

- Advanced programming concepts (e.g., functions, efficiency, automation)
- Complex survey analytics
- Development of reusable scripts, shared functions, and team code libraries
- Advanced automated reporting pipelines
- Workflows for reproducibility and version control
- Application of R to active HSA projects
- Deepened documentation and coding standards

- Sustainability planning for ongoing internal development

Deliverables:

- Advanced training modules and project-based sessions
- Reusable templates, functions, and workflow documentation sufficient for independent internal maintenance

Key activities

1. Discovery and Training Design

Deliverables:

- Meetings with HSA leadership, analysts, and technical staff to assess learning needs, current skill levels, and workflow requirements.
- Development of a structured, year-long curriculum that progresses staff from beginner to advanced R users.
- Curriculum covering:
 - R programming foundations
 - Data cleaning and preparation
 - Survey analytics and relevant statistical techniques
 - Data visualizations
 - Reproducible reporting
 - Efficient coding, functions, and automation
 - Development of reusable code templates
 - Best practices in documentation and version control
- Proposed learning supports (e.g., code reviews, mentoring, etc), with justification of effectiveness
- Up to three rounds of review with Health Quality Alberta to refine curriculum content and structure.

Assumptions:

- Training will incorporate Health Quality Alberta datasets and reporting examples where appropriate.
- Training design will align with HSA analytic and reporting needs.

2. Delivery of the R Training Program

Deliverables:

- Deliver training for a cohort of approximately 14 staff (± 4 people), with materials designed to support a range of learning levels.
- Training delivered through a combination of live instruction, hands-on exercises, practice assignments, project-based learning, and 1:1 coaching as needed (upto 4 hours per student over the time period).
- Provision of all training materials, code examples, reusable templates, and documentation.
- Periodic assessments to evaluate participant progress and ensure alignment with program objectives, with clear articulation of performance indicators.

Assumptions:

- Hybrid delivery format will be finalized with Health Quality Alberta, with the option of recording the material.
- All materials must be non-proprietary and remain available for Health Quality Alberta internal use.

Requirements for quotation

Eligibility

Preference will be given to vendors located in Alberta. Vendors must demonstrate:

- Expertise in R programming, analytics, and reproducible workflows.
- Experience delivering training to analytical teams of comparable scale and complexity.
- Ability to translate complex analytical concepts into practical, applied training.
- Capacity to collaborate effectively with Health Quality Alberta team members, including clear work planning and communication practices.
- Ability to meet all of the requirements set forth in the RFQ.

Health Quality Alberta reserves the right to exclude proposals that do not clearly demonstrate value for money, capacity to deliver at scale, or alignment with stated objectives.

Responses received after the submission deadline will not be considered.

RFQ content

Each quote must include the following information. It is important that each section be addressed in sufficient depth to allow for a complete assessment of capacity and capabilities, and proposals that omit required information will be deemed non-eligible.

1. Portfolio / Work Samples

- Examples of previous R training, curriculum development, workshops, or similar engagements.
- Links to example materials or repositories, where available.

2. Vendor Information

- Overview of the organization or individual trainer(s).
- Summary of relevant skills and subject-matter expertise.
- Client references, ideally from health, public sector, or academic settings.

3. Additional Details

- Demonstrated understanding of Health Quality Alberta's analytics and reporting needs.
- Proposed training approach and delivery model.
- Description of working style and coordination practices.
- Pricing for cohort sizes ranging from 10 to 18 participants, including all anticipated costs
- Proposed training schedule aligned with the outlined timeline.

4. Other Supporting Information

- Any supplementary information that demonstrates value or capability.

Quote process

While Health Quality Alberta has made every considerable effort to ensure that accurate information is contained in this RFQ, the information is supplied solely as a guideline. The information is not guaranteed or warranted to be accurate, nor is it necessarily comprehensive or exhaustive. Nothing in this RFQ is intended to relieve the potential contractor from forming their own opinions and conclusions in respect of the matters addressed in this RFQ.

Please note that the lowest price quote will not necessarily be selected. Only where two or more proposals offer work judged to be of equal value, quality, and reliability, will cost be the determining factor. Health Quality Alberta reserves the right not to award a contract to the highest evaluated proposal or to any proposal.

Confidential information

All quotes received are confidential and shall be treated as such. All documents submitted to Health Quality Alberta are subject to the protection and disclosure provisions of the Access to Information Act (ATIA), the Protection of Privacy Act (POPA) and the Health Information Act (HIA). While these Acts allow a person a right of access to records in Health Quality Alberta's custody or control, it also prohibits Health Quality Alberta from disclosing personal or business information where disclosure would be harmful to business interests or would be an unreasonable invasion of personal privacy.

Applicants are encouraged to identify what portions of their submissions are confidential and what harm could reasonably be expected from its disclosure.

The Acts named above can be obtained through the Alberta King's Printer Bookstore or website:
<http://www.qp.alberta.ca>

The selected vendor is required to manage identifiable personal and health information in compliance with the HIA, ATIA, and the POPA, as an agent under contract with Health Quality Alberta. Specific confidentiality and privacy requirements are included in Health Quality Alberta's contract. These requirements will apply to all sub-contractors, and all sub-contractors engaged by the vendor must be identified clearly to Health Quality Alberta.

RFQ timeline

Activity	Deadline
RFQ Release Date	April 17, 2026
Response Deadline	May 1, 2026
Vendor Selection	May 8, 2026
Project Kickoff	May 26, 2026

Questions and submission

Submissions and any questions regarding the intent or content of this RFQ should be directed to:
 Dianne Schaeffer – Dianne.schaeffer@hqa.ca