

Request for Proposal Health Information Workforce Study

The Canadian Health Information Management Association (CHIMA) is looking for a researcher to conduct a health information profession workforce study to understand the current landscape and project the future workforce demands for the next 5 to 10 years in Canada. A key requirement is consideration for both the national landscape and that of the individual provinces and territories.

Background:

CHIMA is a national, member-supported not-for-profit organization that represents certified professionals in health information management and champions leadership in health data across Canada. The organization includes the Canadian College of Health Information Management (CCHIM), which sets the accreditation standards for educational institutions and certification standards for health information professionals in Canada. CHIMA

Scope of Work:

- Overview of the Health Information (HI) Profession:
 - Types of roles for HI professionals
 - Distinguish between CCHIM-certified roles and others
 - What is the distribution of professionals across the country?
 - for all health information professions
 - for certified versus non-certified individuals
- Educational Scan:
 - How many academic programs offer HI-related education (HICA / CHIM)?
 - How many are accredited and what opportunities exist to expand the accreditation of Canadian programs?
 - How many students graduate per year (accredited vs non-accredited)?
 - Incorporate with CHIMA data about how many register as student members and attempt certification
 - Breakdown of students that are deemed to be domestic vs international
 - How many programs have closed because of immigration policy changes?
 - What does the future of accreditation look like?
- Employment Scan:
 - Which roles are currently being recruited and still vacant?
 - How long do they take to fill on average?
 - Whether certification is considered an asset vs requirement for employment?



- What are the projected demands for HI professionals in the next 5 / 10 years and how will they change?
- What impacts will immigration policies, reduction of interprovincial barriers, demographic changes and emerging technologies have on the profession?

Research Methodology to incorporate a variety of approaches to gather qualitative and quantitative data.

Deliverables:

- Draft report by July 31, 2026
- Final report with executive summary by August 31, 2026
- Presentation of findings to CHIMA Leadership Sep / Oct 2026

All deliverables will be the property of CHIMA.

Proposal Details:

- Biography and list of relevant publications / reports
- Proposed approach to conduct study
- Payment terms
- References

Any costs related to proposal to be borne by proponent.

Selection Criteria:

- Demonstrated understanding of project and ability to deliver quality report
- Ability to deliver on time and within budget

Proposal Timelines:

- Submission of proposals due by June 1st
- Awarding of contract by June 5th

Any questions related to the project can be directed to Mahmoud Suleiman, CEO & Registrar (mahmoud.suleiman@chima.ca).