

National Health Center Training and Technical Assistance Partners (NTTAP) 2023-2026

Health Professions Student Training Learning Collaborative

Syllabus 2025

Overview

The *Health Profession Student Training Learning Collaborative* is a 6-month participatory learning experience offered by the National Health Center Training and Technical Assistance Partners (NTTAP), funded by the Health Resources and Services Administration (HRSA), and hosted by Community Health Center, Inc. (CHCI) in Middletown, CT. The Collaborative is designed to provide transformational strategies and support to help Federally Qualified Health Centers (FQHCs) evaluate, replicate, and sustain a health profession student (HPS) training program.

The Collaborative will provide a series of videoconference learning sessions with 10-12 FQHCs from across the country, as well as quality improvement training, ongoing support and guidance for the team leader in the organization, technical assistance, and access to web-based tools. Teams will complete an assessment of their current practice using the NTTAP created and validated survey instrument to identify opportunities for improvement, and will work between learning sessions to meet their aims.

Background

The *Health Profession Student Training Learning Collaborative* will provide opportunities for acquisition of knowledge, skills, tools, and guidance to support health centers in developing a plan to take health centers from planning to implementation of a health profession student training program at their health center. Each participating health center will identify organization leadership representation and a designated team leader to guide the team through the work of the Collaborative. The Collaborative will help teams to plan, develop, and implement the infrastructure needed at their health center to support training health profession students. The Collaborative provides knowledge, teaching, skills and fundamental tools that teams need to plan and implement a health professions student training program.

Objectives of Health Profession Student Training Learning Collaborative

Teams will:

1. Use assessment of their current readiness to train health profession students to identify areas for process improvement
2. Use quality improvement concepts and skills with support and guidance to systematically establish a sustainable HPS training program
3. Contribute to the learning among participating health centers by engaging in Learning Collaborative activities

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Deliverables

As evidence of learning and participation in the Learning Collaborative, teams will submit:

- Goals, Values and Aim Statement
- Process Maps
- Health Profession Student Training Playbook
- Communication Plan (Internal & External)

Learning Collaborative Structure

- Six 90-minute Learning Collaborative video conference sessions
- Bi-weekly calls between NTTAP faculty and the health center's team leader(s)
- Bi-weekly team workgroup meetings
- Weitzman Education Platform

SYLLABUS

The following syllabus provides an overview of the topics that will be covered during the six learning sessions. **The syllabus is subject to change in order to best meet your learning needs.** The deliverables listed below are meant to help you structure your initial team meetings in order to keep you on track and to complete assessment tools that will help you to identify areas of improvement and better understand your practice. Deliverables can be completed during or outside of team meetings.

Date	Activity	Topics
January		<p><u>Meeting Agenda</u></p> <ul style="list-style-type: none"> Identify your team members and team leader(s), and send contact information to angersm@mwhs1.com Log onto the Weitzman Education Platform with the directions provided to become familiar with its use https://education.weitzmaninstitute.org/content/nttap-health-professions-student-training-learning-collaborative-2025 Review purpose of the Learning Collaborative, syllabus, schedule, and deliverables <p><u>Pre-Learning Collaborative Deliverables</u></p> <ul style="list-style-type: none"> Prepare a brief introduction (2 slides/2 min) about your team and your goals for participation in the Collaborative to present in Session 1; Send slides to angersm@mwhs1.com As a team, review and complete <i>Readiness to Train Assessment Tool (RTAT)</i>: https://qualtrics.ca1.qualtrics.com/jfe/form/SV_3dR57DJTbtlxpfo Ask each team member to complete the <i>Organizational Readiness to Implement Change (ORIC)</i>: https://qualtrics.ca1.qualtrics.com/jfe/form/SV_abmqPbcXYxhXpuS
February 10th, 2025 3:00-4:30pm EST <i>90 minutes</i>	<p>Quality Improvement Training</p> <p>Zoom Link</p>	<p><u>Introduction to Quality Improvement</u></p> <ul style="list-style-type: none"> Foundation for Effective Meetings Defining the Team and How to Make Your Team Work Communication Plan and Stakeholder Analysis Process Mapping Introduction to Playbooks

<p>February 14th, 2025 2:00-3:30pm EST <i>90 minutes</i></p>	<p>Learning Session 1 Zoom Link</p>	<p><u>Introductions</u></p> <ul style="list-style-type: none"> • Introduction to Community Health Center, Inc. and the Moses/Weitzman Health System; and the NTTAP team and faculty • Team Introductions • Learning Collaborative Structure and Expectations • Overview of effective HPS training program • HPS Training Playbook Guide <p><u>Play 1 and 2: Partnerships and Affiliation Agreement Management</u></p> <ul style="list-style-type: none"> • Mission and Vision • Partnership review/approval • Communication with schools and partners • Affiliation agreement management • Addendums
<p>Between Learning Session 1 and 2</p>	<p>Team Meetings</p>	<p><u>Agenda items for your meetings during this action period</u></p> <ul style="list-style-type: none"> • Meet with key stakeholders to discuss Plays 1 and 2 • Review the results of your <i>Readiness to Train Assessment (RTAT)</i> and <i>Organizational Readiness to Implement Change (ORIC)</i> • Draft a Goal, Value and Aim Statement <p><u>Deliverables:</u></p> <ul style="list-style-type: none"> • Draft and submit Plays 1 and 2 • Review and adapt the affiliation agreement template <p><u>Team Leader Check-In Calls Dates:</u></p> <ul style="list-style-type: none"> • Friday February 21st • Friday March 7th

March 14th, 2025 2:00-3:30pm EST <i>90 minutes</i>	Learning Session 2 Zoom Link	<u>Team Reports</u> <ul style="list-style-type: none"> Selected team will discuss their <i>Goal, Vision and Aim Statement</i> Selected teams will discuss their work on <i>Plays 1 and 2</i> <u>Play 3: Capacity</u> <ul style="list-style-type: none"> Determining organizational capacity Identifying preceptors Student acceptance Secondary review
Between Learning Session 2 and 3	Team Meetings	<u>Agenda items for your meetings during this action period</u> <ul style="list-style-type: none"> Meet with key stakeholders and present Plays 1 and 2 Review Play 3 <u>Deliverables</u> <ul style="list-style-type: none"> Draft and submit Play 3 <u>Team Leader Check-In Calls Dates:</u> <ul style="list-style-type: none"> Friday March 21st Friday April 4th
April 11th, 2025 2:00-3:30pm EST <i>90 minutes</i>	Learning Session 3 Zoom Link	<u>Team Reports</u> <ul style="list-style-type: none"> Selected teams will discuss their work on <i>Play 3</i> <u>Models to Train the Next Generation</u> <ul style="list-style-type: none"> Behavioral Health: Students, Externs, and Residents <u>Plays 4-7: Onboarding</u> <ul style="list-style-type: none"> Communication Human Resources Training Facilities & Operations Information Technology
Between Learning Session 3 and 4	Team Meetings	<u>Agenda items for your meetings during this action period</u> <ul style="list-style-type: none"> Meet with key stakeholders and present Play 3

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		<ul style="list-style-type: none"> Review Plays 4-7 <u>Deliverables</u> <ul style="list-style-type: none"> Draft and submit Plays 4-7 <u>Team Leader Check-In Calls Dates:</u> <ul style="list-style-type: none"> Friday April 18th Friday May 2nd
May 9th, 2025 2:00-3:30pm EST <i>90 minutes</i>	Learning Session 4 Zoom Link	<u>Team Reports</u> <ul style="list-style-type: none"> Selected teams will share their work on <i>Plays 4-7</i> <u>Models to Train the Next Generation</u> <ul style="list-style-type: none"> Postgraduate Nurse Practitioner and/or Physician Associate Training Programs <u>AHEC Spotlight</u> <ul style="list-style-type: none"> Gain knowledge on how to partner with federal AHECs to link local community groups with resources and health profession training programs <u>Quality Improvement Refresh</u> <ul style="list-style-type: none"> Review Playbook format, standardization, and spread
Between Learning Session 4 and 5	Team Meetings	<u>Agenda items for your meetings during this action period</u> <ul style="list-style-type: none"> Meet with key stakeholders and present Plays 4-7 Use quality improvement skills and tools to refine playbook steps <u>Deliverables</u> <ul style="list-style-type: none"> Draft and submit Plays 4-7 <u>Team Leader Check-In Call Dates:</u> <ul style="list-style-type: none"> Friday May 16th
May 30th, 2025 2:00-3:30pm EST <i>90 minutes</i>	Learning Session 5 Zoom Link	<u>Team Reports</u> <ul style="list-style-type: none"> Selected teams will share their work on <i>Plays 4-7</i> <u>Models to Train the Next Generation</u> <ul style="list-style-type: none"> Medical Assistants: Serving as Externship Organization Administrative Fellowship

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		<u>Plays 8-9: Off-boarding</u> <ul style="list-style-type: none"> Collecting Data Post Surveys Reporting <u>Play 10 [if needed]: Payments</u>
Between Learning Session 5 and 6		<u>Agenda items for your meetings during this action period</u> <ul style="list-style-type: none"> Meet with key stakeholders and present Plays 4-7 Review Plays 8-9, and Play 10 if needed Use quality improvement skills and tools to refine playbook steps Showcase Presentation <u>Deliverables:</u> <ul style="list-style-type: none"> Send completed showcase template to angersm@mwhs1.com by Friday June 6th Draft and submit Plays 8-9 and Play 10 if needed <u>Team Leader Check-In Call Dates:</u> <ul style="list-style-type: none"> Friday June 6th Friday June 13th
June 20th, 2025 2:00-3:30pm EST <i>90 minutes</i>	Learning Session 6 Zoom Link	<u>Showcase</u> <ul style="list-style-type: none"> Leaders from participating organizations will offer their perspectives on their teams' work in the Learning Collaborative
After the Learning Collaborative	Team Meetings	<u>Team Leader Check-In Call Dates:</u> <ul style="list-style-type: none"> Friday June 27th <u>Assignments due Friday June 27th:</u> <ul style="list-style-type: none"> Submit all drafted and completed deliverables, including your playbook Each team member, please complete the Post-Collaborative Evaluation Survey: [link TBA] As a team, review and complete <i>Readiness to Train Assessment Tool (RTAT)</i>: [link TBA] Ask each team member to complete the <i>Organizational Readiness to Implement Change (ORIC)</i>: [link TBA]
6-Month Check In Meeting: Date – To Be Determined		