

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

Postgraduate Nurse Practitioner (NP) and/or Physician Associate (PA) Training Programs Community of Practice (CoP)

Syllabus 2025-2026

Overview

The *Postgraduate Nurse Practitioner (NP) and/or Physician Assistant (PA) Training Programs Community of Practice (CoP)* is a 6-month participatory learning experience offered by the National Health Center Training and Technical Assistance Partners (NTTAP) on Clinical Workforce Development, funded by the Health Resources and Services Administration, and hosted by Community Health Center, Inc. (CHCI) in Middletown, CT. The CoP is designed to provide federally funded health centers and look-alikes with transformational strategies, a roadmap, guidance, and support to build and implement advanced practice providers (APPs) training programs.

The CoP will consist of six videoconference-learning sessions with organizations from across the country, as well as a quality improvement (QI) training, ongoing guidance for team leader(s) in your organization, technical assistance, and access to web-based tools. Teams will complete an assessment of their current practice using NTTAP created and validated survey instrument to identify opportunities for improvement and establish baseline readiness data, and will work between learning sessions to meet their aims.

Background

The *Postgraduate Nurse Practitioner (NP) and/or Physician Assistant (PA) Training Programs CoP* will provide opportunities for acquisition of knowledge, skills, tools, and guidance to support federally funded health centers and look-alikes in developing and implementing an APP training program at their organization. Each participating organization will identify a team, organization leadership representation, and designated team leader(s) to guide the health center team through the work of the CoP.

Objectives of Postgraduate Nurse Practitioner (NP) and/or Physician Assistant (PA) Training Programs CoP

Teams will:

1. Build the case for starting an APP training program in their organizations.
2. Identify the clinical and financial resources required to support an APP training program.
3. Identify the operational and administrative activities that support an APP training program.
4. Develop the structure and curriculum for an APP training program.
5. Evaluate postgraduate resident learner outcomes and the impact of the APP training program.
6. Prepare for program accreditation
7. Contribute to the learning among participating organizations by engaging in CoP activities.

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Deliverables

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

- Key program drivers
- Mission and vision statement
- Resource assessment
- Leadership and Board of Director Presentation
- Core program elements
- Recruitment/marketing tool(s) (press release, website update, etc.)
- Application and interview questions
- Outline for didactic curriculum
- Progress Checklist
- Showcase Presentation

CoP Structure

- Monthly six 90-minute sessions via Zoom
- Bi-weekly 60-minute calls between NTTAP faculty and health center team leader(s)
- Internal health center team working meetings
- Weitzman Education Platform (WEP) for CME credit or participation hours

SYLLABUS

The following syllabus provides an overview of the topics that will be covered during the six, monthly 90-minute learning sessions.

The syllabus is subject to change in order to best meet the learning needs of the cohort. The deliverables are meant to help you structure your team meetings in order to keep you on track with program development and implementation.

Date	Activity	Topic and Assignments
October 2025	Pre-work	<p><u>Pre-Work</u></p> <ul style="list-style-type: none"> Identify your team members and team leader(s), and send contact information to Meaghan Angers, angersm@mwhs1.com Review the CoP syllabus and learning session schedule Register for the Weitzman Education Platform (access code: PGR 2025) with the directions provided in the “Welcome” email to become familiar with its use, and if you wish to receive CME credit or participation hours. <p><u>Deliverables</u></p> <ul style="list-style-type: none"> Complete the slide template for your health center introduction sent in the “Welcome” email to Meaghan Angers, angersm@mwhs1.com, by Monday October 6th. As a team, review and complete Readiness to Train Assessment Tool (RTAT): https://Qualtrics.ca1.qualtrics.com/ife/form/SV_ab21FTsIneBol2C Ask each team member to complete the Organizational Readiness to Implement Change (ORIC): https://Qualtrics.ca1.qualtrics.com/ife/form/SV_55RVJ2xIMSpK4eO
October 10th, 2025 75-minutes 1:00-2:15pm Eastern 10:00-11:15am Pacific	Quality Improvement Training Zoom Link	<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

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October 14th, 2025 90-minutes 1:00-2:30pm Eastern 10:00-11:30am Pacific	Learning Session 1 Zoom Link	<u>Introductions</u> <ul style="list-style-type: none"> • Introduction to Community Health Center, Inc. and the Moses/Weitzman Health System; and the NTTAP team and faculty • Overview of CoP structure, roles, and expectations • Health Center Team Introductions <u>Topics</u> <ul style="list-style-type: none"> • Program Drivers: Building the case for the training program • Developing a Mission/Vision Statement for the training program • Developing program goals and objectives • Resource Assessment: Clinical and financial resources to support the training program • Support from Leadership/Board of Directors: How to present the case for the training program
Between Session 1 and Session 2		<u>Agenda items for your meetings during this action period</u> <ul style="list-style-type: none"> • Discuss the results of your team's <i>Readiness to Train Assessment Tool</i> and <i>Organizational Readiness to Implement Change</i>: What are your strengths and weaknesses? What surprised you? <u>Deliverables</u> <ul style="list-style-type: none"> • List out key program drivers • Draft your mission and vision statement • Complete the resource assessment • Develop a presentation for leadership/board of directors <u>Team Leader Check-In Calls Dates</u> <ul style="list-style-type: none"> • October 21st, 2025
November 4th, 2025 90-minutes 1:00-2:30pm Eastern 10:00-11:30am Pacific	Learning Session 2 Zoom Link	<u>Topics</u> <ul style="list-style-type: none"> • Overview of Program Structure • Key Program Staff and Responsibilities • Finances, Sustainability, and Return on Investment • Using Progress Checklist

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Between Session 2 and Session 3		<u>Deliverables</u> <ul style="list-style-type: none"> List core program elements Begin working on Progress Checklist <u>Team Leader Check-In Calls Dates</u> <ul style="list-style-type: none"> November 11th, 2025 November 25th, 2025
December 9th, 2025 90-minutes 1:00-2:30pm Eastern 10:00-11:30am Pacific	Learning Session 3 Zoom Link	<u>Topics</u> <ul style="list-style-type: none"> Value of Academic Clinical Partnerships Recruitment <ul style="list-style-type: none"> Marketing and Recruitment Reviewing Candidate Applications Interviewing and Selecting Candidates Contracts/Agreements
Between Session 3 and Session 4		<u>Deliverables</u> <ul style="list-style-type: none"> Draft recruitment/marketing tool (press release, website update, etc.) Draft application Draft interview questions Continue to work on Progress Checklist <u>Team Leader Check-In Calls Dates</u> <ul style="list-style-type: none"> December 16th, 2025
January 13th, 2026 90-minutes 1:00-2:30pm Eastern 10:00-11:30am Pacific	Learning Session 4 Zoom Link	<u>Topics</u> <ul style="list-style-type: none"> Preceptors, Mentors, and Faculty: Roles and Responsibilities Preceptor Panel Curriculum Development Program Policies and Procedures

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Between Session 4 and Session 5		<u>Deliverables</u> <ul style="list-style-type: none"> • Draft didactic curriculum • Continue to work on Progress Checklist <u>Team Leader Check-In Calls Dates</u> <ul style="list-style-type: none"> • January 20th, 2026 • February 3rd, 2026
February 10th, 2026 90-minutes 1:00-2:30pm Eastern 10:00-11:30am Pacific	Learning Session 5 Zoom Link	<u>Topics</u> <ul style="list-style-type: none"> • Evaluation of the training program and the postgraduate APP trainee • Orientation • Graduation • Introduction to Accreditation by the Consortium for Advanced Practice Providers
Between Session 5 and Session 6		<u>Deliverables</u> <ul style="list-style-type: none"> • Complete Showcase Template for Session 6 and send to Meaghan Angers, angersm@mwhs1.com <u>Team Leader Check-In Calls Dates</u> <ul style="list-style-type: none"> • February 17th, 2026
March 10th, 2026 90-minutes 1:00-2:30pm Eastern 10:00-11:30am Pacific	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 CoP
After the CoP		<u>Deliverables</u> <ul style="list-style-type: none"> • Submit Progress Checklist and completed/drafted deliverables • Each team member, please complete the Post-CoP Evaluation Survey: https://Qualtrics.ca1.qualtrics.com/jfe/form/SV_3Uk3oirk4UAYgES • As a team, please complete the Post-CoP Readiness to Train Assessment Tool (RTAT): https://Qualtrics.ca1.qualtrics.com/jfe/form/SV_bCtYYz3TZgGgTNI • Ask each team member to complete the Post-CoP Organizational Readiness to Implement Change (ORIC): https://Qualtrics.ca1.qualtrics.com/jfe/form/SV_6u5bK0ZxN34DTKu • If you are launching in Fall 2026, please reach out to schedule 1-on-1 calls as needed.

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	<u>Team Leader Check-In Calls Dates</u> <ul style="list-style-type: none">• March 17th, 2026
3-Month Check In Meeting: Date – TBD	