

Montana Area Health Education Center (AHEC)

AHEC Scholars Program

Welcome Packet - Spring 2020



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Dear Health Professions Student,

Congratulations! You have been accepted into Montana's Area Health Education Center (AHEC) Scholars Program. We are excited to have you in our Community of Scholars. **Please read this packet carefully and thoroughly, as it contains all the information you need to be successful in this program.** [AHEC Scholars](#) is a nationwide certificate program for students in health professions programs who are interested in enhancing their interprofessional skills in rural and underserved settings. AHEC Scholars focuses on six core topic areas that enhance the knowledge of every health student, regardless of profession, these core areas include:

- Interprofessional Education
- Behavioral Health Integration
- Social Determinants of Health
- Practice Transformation
- Cultural Competency
- Current and Emerging Health Issues

EMPLOYERS ARE SAYING...

“Healthy and professional dialogue amongst interprofessional teams is an essential piece to providing quality care. Focused education is attractive to employers throughout the healthcare industry.” - Casey Buckingham, Senior VP of System Human Resources, Benefis Health System

“The importance of having trained staff able to contribute to the interprofessional team is essential. The ability to professionally discuss the complete spectrum of patient needs with providers in the development of the care plan is a prized skill set.” - Bradley Howell, CEO, Pioneer Medical Center

Montana AHEC Scholars:

The Montana chapter of the AHEC Scholars Program has been nationally recognized for the diversity in health profession programs participating and an exceptionally high student enrollment. Currently, we have **194 AHEC Scholars across Montana and 10 different health programs represented**. Our success reflects the commitment to interprofessional education and collaborative practice demonstrated by faculty and leadership within the Montana University System. See the Academic Program Contacts list (pg. 10) for who your program contact is at your university. An AHEC Advisor (pg. 9) has been assigned to you and will support you throughout the AHEC Scholars Program. Lastly, to bring our AHEC Scholars community together, we host state-wide virtual meetings where we discuss a core topic area. At these meetings, we also announce upcoming events and learning opportunities (pg.9)!

Now that you have been accepted into the program you will have access to the AHEC Scholars Online Platform, where you will engage with one another and submit required documentation. You will receive an invitation by e-mail to the Online Platform shortly after receiving this welcome packet. Please let us know if you do not receive this invitation.

We look forward to assisting you over the next two years as you become an AHEC Scholar! Please reach out if you have any questions.

Kaye Norris, PhD
Scholars Director
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Scholars Program Manager
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AHEC Scholars Syllabus

*All dates are tentative and subject to change based on program needs.

*For-Credit Educational Logs are only due for those who took a credited course as their educational pathway.

| Due Date | Title | Description |
|---|---|---|
| February 11 th , 2020 at 5:00pm OR February 13 th , 2020 at 12:00pm | Virtual Meeting – Social Determinants of Health | * Each virtual meeting covers an AHEC core topic area, and can be logged on the Online Platform to count towards your educational hours. All meetings are recorded. |
| March 24 th , 2020 at 5:00pm OR March 27 th , 2020 at 12:00pm | Virtual Meeting – Cultural Competency | Same as above |
| April 21 st , 2020 at 5:00pm OR April 24 th at 12:00pm | Virtual Meeting – Integrated Behavioral Health | Same as above |
| April 24 th , 2020 | For Credit - Educational Log for Spring 2020 Submission | * If you took a for-credit course in Spring 2020, complete For-Credit Educational Log on the Online Platform. |
| November 30th, 2020 | Clinical Log Submission and For-Credit Educational Log Submission | * At the end of every academic year, ALL students will log and submit clinical hours and For Credit – Educational Log if for-credit course was taken in the Fall on the Online Platform. |
| November 30th | Year 1 Program Evaluation OR Year 2 Program Evaluation | * At the end of each academic year, you must complete a quick evaluation for the year you are in the AHEC Scholars program |

PROGRAM REQUIREMENTS

AHEC Scholars is a two-year program designed to supplement and broaden a student's healthcare training in rural and underserved populations. In order to become an AHEC Scholar, students are required to complete a minimum of 40 hours of both educational and clinical training each year, for a cumulative total of **80 educational hours and 80 clinical hours over the course of the two-year AHEC Scholars program**. The AHEC Scholars Program has provided many pathways to meet these program requirements, which are discussed below.

We have created an **AHEC Scholars Online Platform** where you will submit completed materials for approval, access your gradebook as you complete requirements, and engage with one another and our AHEC staff. Please see our new [Online Platform Tutorial](#) to help you navigate the platform. When you first enroll into the program you will receive an invitation to the Online Platform to your **school e-mail address** from Natascha Robinson at natascha.robinson@mtha.org. Please note that we prefer to communicate with you via your school e-mail address so plan accordingly. If you do not receive an invite to the platform within a week after receiving this welcome packet please reach out to our AHEC Scholars office at ahescholarsMT@mso.umt.edu.

CLINICAL

For most academic programs, clinical hours are embedded within the curriculum for health professions students and far exceed 40 hours a semester. If your program requires at least 40 hours per academic year of interprofessional clinical/community-based work than you do not need to complete additional clinical hours. In situations where your academic program does not already require clinical/community-based rotations where a service is provided, then you will need to arrange that opportunity with your faculty contact **PRIOR** to applying to the AHEC Scholars program.

Below are the criteria for what can count towards clinical hours:

- All clinical hours counted towards the AHEC Scholars program must be interdisciplinary, meaning that you must interact with at least one other health professional or health professions student from a different discipline.
- Community based experiences (health fairs where services are offered, practicums, internship, job shadows, etc.) can also count as clinical hours as long as a health service is provided and the experience is interdisciplinary.

At the end of each academic year all Scholars are required to submit a **Clinical Hours Log** through the AHEC Scholars Online Platform. In the Clinical Hours Log we ask you to log the following:

- Name, City and State of the Clinical or Community-based Site
- Hours spent at each clinical site you visited in the past academic year
- Total clinical hours completed over the academic year. Please list the actual clinical hour amount, even if exceeds the 40 hour clinical requirement for AHEC Scholars.
- **Individual Clinical Site Data** (This is required for reporting to federal funders).

** Nursing students are not required to complete this part of the Completion Log, only the first three items. This data will be gathered internally for nursing students.**

Please see Appendix C for a visual of the AHEC Scholars Clinical Requirements

EDUCATIONAL

AHEC Scholars requires educational training in each of the six core topic areas including: Interprofessional Education, Behavioral Health Integration, Social Determinants of Health, Cultural Competency, Practice Transformation, Current and Emerging Health Issues. **In order to be an AHEC Scholar you must complete a minimum of 40 hours of elective educational training each academic year, for a cumulative total of 80 hours over the course of the two-year AHEC Scholars program.** At least one hour of educational training must be spent in each of the six core topic areas to meet this requirement.

Before the thought of 80 additional educational hours causes you stress, we have good news! There are a variety of pathways that allow Scholars to meet this educational requirement. Scholars can explore credit and non-credit options, and even combine the two pathways in order to meet the educational requirements while accommodating a busy academic schedule.

Credit Option

If AHEC Scholars are interested in taking either an online or in person IPE course, then **any approved IPE course of 1.0 credit or more equates to 40 hours of educational learning.** Please see Appendix A for all of the approved IPE courses for the AHEC Scholars program, and note that several of these courses are available at different campuses during different semesters. If you take a credit course to meet your educational hours, you will have to submit a **For-Credit Educational Log** at the end of that semester. For-Credit Educational Logs can be found on the home page of the Online Platform, see Syllabus for due dates (pg.4).

**If you have taken an IPE course that covers all, or the majority, of the six core topic areas and would like it to count towards your AHEC Scholars educational requirement, e-mail the course syllabus to the AHEC Scholars Program Staff for approval at ahescholarsMT@mso.umt.edu **

Non-Credit Option

AHEC Scholars interested in self-directed education, can utilize the Library of Learning on the Online Platform, which has educational activities on each of the core topic areas (Ted Talks, Podcasts, Webinars, etc.) After an activity is completed on the Library of Learning, an evaluation is submitted to receive credit. Each AHEC Scholar can track their hours completed within the Library of Learning under “Grades” on the Online Platform (see [Online Platform Tutorial Video](#)). Educational logs are not required to be submitted for this pathway.

In addition to the Library of Learning, Scholars are able to submit relevant IPE experiences for approval. Any conference, presentation, training, webinar, continuing education, etc. that covers at least one of the core topic areas can count towards your educational requirements.

If you find IPE materials or attend events on one of the six core topic areas, and would like it to count towards your educational requirement, please “Submit Activity For Approval” on the home page of the Online Platform

Please see Appendix B for a visual of the AHEC Scholars Educational Requirements

Community of Scholars

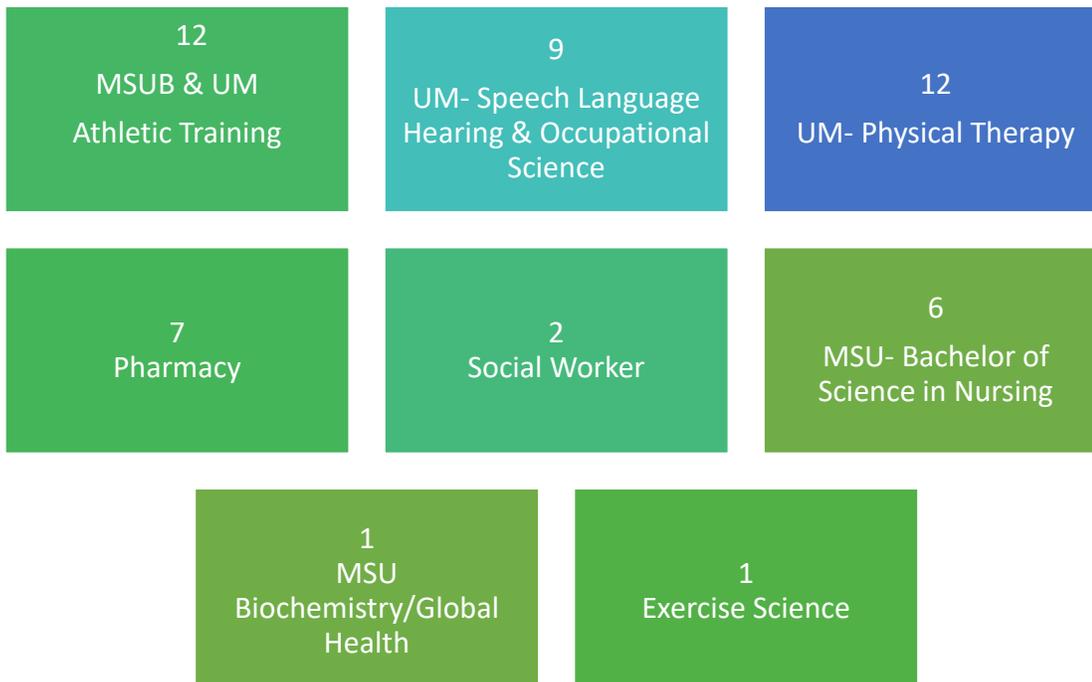
Be active in our community! We offer several ways to interact with other health profession students participating in the AHEC Scholars program.

The Montana AHEC Scholars Program is ranked amongst the most successful in the nation. We have one of the most diverse number of professions involved (10 different programs) as well as one of the programs with the most students enrolled (194). The immediate success of Montana AHEC Scholars demonstrates how Montana’s health profession students are willing to go above and beyond what is required to enhance their interprofessional knowledge and experience. Below is a table with our current enrollment and one showing our Montana students who will graduate this Spring from their health profession programs as AHEC Scholars.

THIS IS US!

| MSU/MSUB | UM | WWAMI |
|--|--|-------------------|
| Athletic Training: 1 Billings | Athletic Training: 18 Missoula | 24 TRUST students |
| Nursing: 77 <ul style="list-style-type: none"> ○ 21 ABSN: 2 Missoula, 10 Bozeman, 7 Great Falls, 2 Kalispell ○ 56 BSN: 9 Billings, 3 Kalispell, 13 Great Falls, 7 Missoula, 24 Bozeman | Speech, Language, and Hearing Sciences: 16 | 1 WWAMI |
| | Public & Community Health Prevention Sciences: 2 | |
| | Exercise Science: 1 | |
| | Social Work: 11 | |
| | Pharmacy: 17 | |
| Biochemistry/Global Health: 1 | Physical Therapy: 25 | |

50 GRADUATES IN SPRING 2020!



Virtual Meetings & Events

Our goal for virtual meetings is to create a space where health profession students are able to interact with each other in a meaningful way. Accomplishing this can be challenging because AHEC Scholars are spread across Montana, and often students have conflicting clinical and academic schedules.

Each semester we hold three virtual meetings using Zoom and each meeting is focused on 1 of the 6 core topic areas. We offer these meetings twice in one week at different times to try to accommodate various schedules, but you only need to attend one of the times listed for each week. Each virtual meeting is recorded and uploaded to the Online Platform to make them available to those unable to attend live. During the virtual meetings, a video or a case study is presented along with a set of questions, and attendees are put into interdisciplinary breakout rooms for discussion. Students report they find these meetings very informative and really like the opportunity to interact with each other. Each Scholar will receive an outlook calendar invite to these meetings from ahescholarsmt@mso.umt.edu. This semester we will meet during the following times:

Tuesday 02/11 at 5:00 OR Thursday 2/13 at 12:00pm

Tuesday 03/24 at 5:00 OR Thursday 03/27 at 12:00pm

Tuesday 04/21 at 5:00 OR Thursday 04/24 at 12:00pm

Events

IPE Spring Event –This event is targeted at upper level learners within health profession programs. This event is not required for the AHEC Scholars program, but can count towards your educational hours. After attending you can “Submit Activity for approval” through the Online Platform. Reach out to Kerry Haney for more information at Kerry.haney@mso.umt.edu.

Date: April 3rd, 2020

Location: University Center 3rd floor, University of Montana

Time: 12:30-4:00 PM

Spring 2020 Pediatric IPE Seminar –This event will focus on IP teamwork and collaboration to improve pediatric patient outcomes. The activities are designed for healthcare and related pre-service professional students and provide clinical team training experience. Students nearing completion of their programs would benefit from attending. Reach out to Jenn Closson for more information at Jennifer.closson@mso.umt.edu

Date: March 4th, 2020

Location: Curry Health Center, University of Montana

Time: 6:00-8:00 PM

Announcements

MUS IPE Institute – Montana State University and the University of Montana have created an Institute to support interprofessional education and collaborative practice across the state of Montana! Read the press release for more information [here](#).

AHEC Advisors

Each health profession has been assigned an AHEC Advisor who will assist Scholars within that profession with planning out their AHEC Scholars program requirements, as well as answering any questions about the AHEC Scholars program. To inform the advising process, **it is required that each Scholar complete an AHEC Advising survey at the beginning of every academic year in order to maintain your eligibility in the program.** The AHEC Advising survey has been designed to be completed in 3 minutes or less. The survey will be posted on the Online Platform and will be e-mailed out at the beginning of every academic year.

Each AHEC Adviser will introduce themselves via e-mail and will follow up as needed based on your advising needs. Don't hesitate to reach out to your adviser with questions or concerns!

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Program Contacts

| Program | Contact(s) | Title | Email | Phone | Office |
|-------------|-----------------------|---|--|--------------|-----------------------|
| AT - UM | Valerie Moody | Program Director | valerie.moody@mso.umt.edu | 2703 | McGill Hall 205 |
| | Mitch Willert | Coordinator of Clinical Education | mitchell.willert@umontana.edu | 2267 | McGill Hall |
| AT-MSUB | Suzette Nynas | Program Director | synas@msubillings.edu | 406-657-2351 | PE 119 |
| SLHS | Jennifer Closson | Director of Clinical Education | jennifer.closson@mso.umt.edu | 5261 | Curry 023 |
| | Amanda Jackson | Clinical Externship Coordinator | amanda.jackson@mso.umt.edu | 2377 | Curry 027 |
| PT | Jennifer Bell | Director of Clinical Education | jennifer.bell@mso.umt.edu | 6728 | SB 215B |
| | Alyssa Waters | Administrative Associate | alyssa.waters@mso.umt.edu | 4027 | SB 135 |
| Pharm | Kerry Haney | Assistant Professor | kerry.haney@mso.umt.edu | 4439 | SB 322 |
| | Cherith Smith | Clinical Assistant Professor of Pharmacy Practice | cherith.smith@mso.umt.edu | 6263 | SB 324 |
| SW | Deanna Cooper | BSW Program Director, 2+2 Program Director | deanna.cooper@mso.umt.edu | 5587 | JRH 014 |
| MSU Nursing | Raina Haruna | Nursing Program Manager, RPCT | raina.haruna@montana.edu | 406-994-2833 | Sherrick Hall |
| | Kailyn Mock | Assistant Director/Nursing Initiatives | Kailyn.mock@montana.edu | 406-994-7709 | Culbertson Hall - 306 |
| IPAT | Stephanie Domitrovich | Director of Undergraduate Advising | stephanie.domitrovich@mso.umt.edu | 6264 | MCG 104 |
| WWAMI | Martin Teintze | Director of WWAMI Medical Education | mteintze@montana.edu | 406-994-4411 | MSU - Health Office |

Frequently Asked Questions (FAQs)

Can I complete clinical or educational hours over winter, Thanksgiving, spring or summer break?

Yes. If you plan to complete clinical or educational hours during the summer months, be sure to notify your AHEC advisor, to ensure you complete all requirements before graduation.

How do I log the hour spent attending the virtual meeting?

Each virtual meeting is 1 hour and covers one of the six core topic areas. For those who attend meetings live, type your name and e-mail into the Zoom chat box to log your attendance. Each meeting will also be recorded and uploaded to the Online Platform. On the main page of the Online Platform, you will see each core topic area listed under the Library of Learning section, once you click on the correlating core topic area, there is a section titled "Virtual Meetings" where you can access the recording and fill out an evaluation to log your attendance. See [Online Platform Tutorial](#) (also found under Announcements on the Online Platform).

How do I log the non-credit hours I complete on the Library of Learning?

After completing each activity within the Library of Learning, scholars will need to complete an evaluation form in order to receive credit. (To access the evaluation you must check the box that indicates you completed the training.) Once you complete the evaluation form the hours will automatically be logged in your gradebook under the core topic area the activity covered. For more information on how to view your gradebook, watch the [Online Platform Tutorial](#).

How do I find out if a for-credit course I'm taking could count towards my educational hours?

In order for a credit course to count towards educational hours it must be 1) An elective course and 2) Cover all, or most, of the core topic areas (interprofessional education, cultural competency, emerging health issues, integrated behavioral health, social determinants of health and practice transformation). E-mail a class syllabus to the AHEC Program Staff, Bonnie or Kaye, for approval at ahecsolarsMT@mso.umt.edu.

Are the 40 hours of educational/ clinical hours due at the end of the semester or end of the academic year?

The 40 hours of educational and clinical work are due at the end of the summer of Year 1, and the end of the academic year in Year 2. However, scholars will submit a **Clinical Log** at the end of each semester to track their progress. Students who complete a for-credit class will submit a **For-Credit Educational Log** at the end of the semester they take that course. Educational hours on the Library of Learning, or approved activities, will be automatically logged.

As TRUST students, how do we record our involvement?

TRUST students are required to fill out an AHEC advising survey at the beginning of each academic year, a program evaluation at the end of Year 1 and Year 2, and submit clinical logs and a for-credit educational log at the end of each semester. All these items are submitted via the Online Platform. Your Year 1 educational requirement is met with RUOP iii-3; Year 1 clinical experience is met with RUOP immersion experience; Year 2 educational requirement is met through the Underserved Pathway; Year 2 clinical requirement is met through the pre-clinical, clinical, and service learning experiences in the Underserved Pathway.

As Nursing students, how do we submit our clinical hours?

Nursing students are still required to complete the **Clinical Hours Log** on the Online Platform. However, nursing students are NOT required to fill out an **Individual Clinical Site Data** form because that information will be gathered internally.

Appendix A

IPE Spring Course List Approved for AHEC Scholars Program

** Please note that this course list includes courses offered in the Fall and Spring semesters.**

All Montana University System Students

AHHS 450/550 Interprofessional Collaborative Practice, 1 cr., Online (This course will be offered via Moodle, and is open to UM and MSU students) - Fall

- MSU Nursing Students:
 - Bozeman Section CRN # 450-801
 - Billings Section CRN # 450-820
 - Kalispell Section CRN # 450-830
 - Great Falls Section CRN # 450-840
 - Missoula Section CRN # 450-860
- UM Students AHHS 550-50/ CRN 75002
- This course is also taught face to face on the Missoula Campus. Missoula Campus Nursing students can enroll in an Independent Study course with Dale Mayer as faculty.

MSU Students Only

MEDS 581, Farm to Clinician, 1 cr., In Person - Fall

This course is a hands-on Culinary Medicine course with WWAMI medical students, nursing students, and Dietetic Interns. You will learn about Food as Medicine, cook with an interprofessional team and enjoy a great meal together.

MEDS 624, Health Equity Circle, 1 cr., In Person – Fall

Health Equity Circle is a student organization and class. Members act as a resource for health professionals in training, teaching them how to community organize through course work and outreach. This opportunity will be available for upper division undergraduate MSU students, as well as graduate and medical students. You will engage in conversations about social justice, housing solutions and social determinants of health in our community. Class will start with a Saturday intensive 9/21/19 and resume every Monday night at 5:30-7:30 until 10/14/19. We will meet on the 2nd floor of Building 5 in Highland Blvd. For more information please contact: mohls@uw.edu

UM Students Only

AHHS 450/550 Interprofessional Collaborative Practice, 1 cr., In Person - Fall

This course is designed to introduce students to IP concepts to aid in their understanding of effective health care team functioning. Collaborative practice will be explored in the context of improving patient outcomes/ experiences, health care organizational function while still being sensitive to resource allocation. An IP team of faculty facilitate the activities and discussions. Course options: Every other Thursday from 5:15 - 7:15 pm (450 CRN 74202, 550 CRN 74203).

AHHS 470 Friday Morning Medical Conference, 1 cr., In Person – Fall, Spring

This weekly presentation is provided locally at Providence Saint Patrick Hospital and streamed live to Skaggs 174. A variety of relevant health care topics are presented by local, regional and national speakers. Students attending will learn about a variety of concepts, medical approaches, and health-care related issues impacting health care practitioners in a variety of settings. To receive credit for the course, a student must attend 10 sessions during the semester for a passing grade. The course meets weekly on Friday mornings from 7:30-8:50am. (CRN 34999)

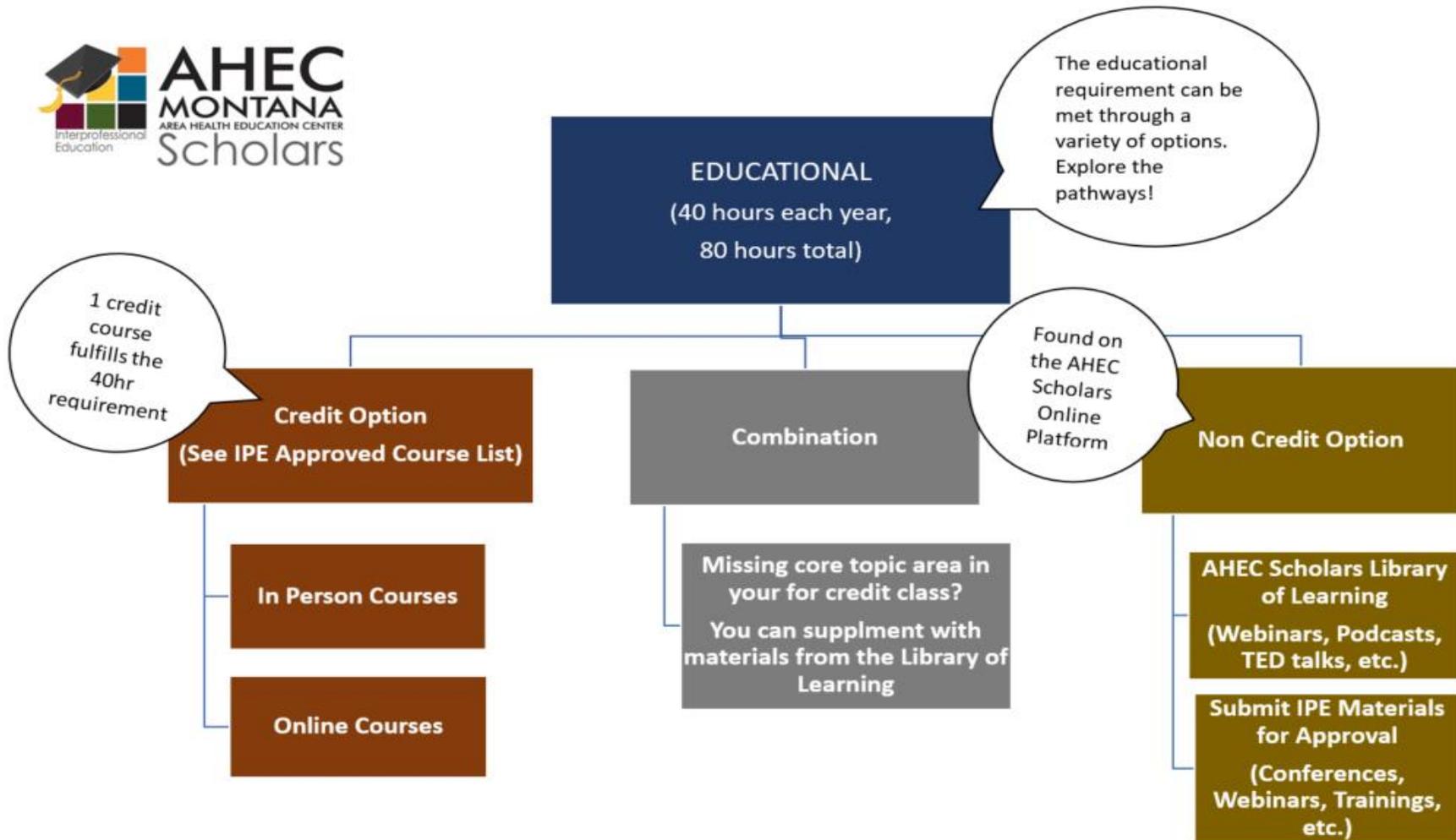
CSD 396 - Autism on Campus/Service Learning. 2 cr., In Person - Spring

This course educates students about autism in adults. The didactic portion addresses executive functioning and social needs. The service-learning portion allows direct mentorship to people on campus with autism and related disorders. Prerequisites: junior or senior standing, consent of instructor, and application required. Contact Jennifer Closson jennifer.closson@mso.umt.edu to get enrolled.

PUBH 525- Multi Cultural Public Health. 3cr., In Person – Fall

This course is intended to provide additional information about aspects of diversity, health disparities, and issues related to the public health profession. The course will at times emphasize issues pertaining to Native American populations, given the demographics and health issues in Montana. However, it will also expand to cover topics to include other populations facing health disparities and/or barriers to health services. (CRN TBD)

Educational Requirement



Pathway must cover each core topic area to meet educational requirements: Cultural Competency, Interprofessional Education, Social Determinants of Health, Integrated Behavioral Health, Practice Transformation, and Emerging Health Issues. If pathway does not cover all of those areas, then Library of Learning can be used to supplement information on any missing core topic area

Clinical Requirement

