



# Rheumatology Research Foundation

Advancing Treatment | Finding Cures

## Mentored Nurse Practitioner/Physician Assistant Award for Workforce Expansion

The mission of the Rheumatology Research Foundation is to advance research and training to improve the health of people with rheumatic diseases.

The purpose of the Mentored Nurse Practitioner/Physician Assistant (NP/PA) Award for Workforce Expansion is to increase the supply of rheumatology healthcare providers to better meet the needs of people with rheumatic diseases across the United States, particularly in geographically underserved areas. This award provides resources and the framework of knowledge, skills, and attitudes needed by NP/PAs, new to rheumatology, to facilitate their integration into a rheumatology practice under the supervision of a rheumatologist.

This award is intended to support clinical training activities and is not meant to support research projects. A list of award requirements is listed on page 2.

**Award Amount:** \$25,000

**Award Duration:** One Year

Applications Open	Application Deadline	Award Term Begins
September 2, 2024	December 2, 2024	March 3, 2025
January 1, 2025	March 1, 2025	June 2, 2025

All applications must be submitted by 5:00 PM ET on the deadline day through [Proposal Central](#) at:

**If you have any questions about your eligibility or submitting your application, please contact Award & Grants staff at 404-365-1373 or [Foundation@rheumatology.org](mailto:Foundation@rheumatology.org).**

## Guidelines

All award recipients must abide by Foundation [Awards and Grants Policies](#) at all times.

### Eligibility

- Eligible applicant (“Mentor”) must be a board-certified rheumatologist employed in clinical rheumatology practice. The NP or PA does not have to be identified at the time of application but must be identified at the time of award contract. Eligible NP/PA must be new to the field of rheumatology (employed in a rheumatology practice setting for fewer than 18 months).
- Mentor must meet citizenship and other eligibility requirements as outlined in the Awards and Grants policies.
- Mentor must be an ACR member at the time of submission and for the duration of the award.
- Mentor is eligible to receive the award multiple times; however, the mentor must work with a new NP or PA each time. The mentor may have only one active NP/PA award at a time.
- NP or PA must be a graduate from a program accredited by either the Commission on Collegiate Nursing Education (CCNE) or the Accreditation Review Commission on Education for the Physician Assistant.
- NP or PA must have current state licensure.
- NP or PA must have national Board certification by one or more of the following:
  - American Nurses Credentialing Center
  - American Academy of Nurse Practitioners
  - Pediatric Nursing Certification Board
  - National Certification Corporation
  - National Commission on Certification of Physician Assistants
- NP or PA must be a member of the [Association for Rheumatology Professionals](#) for the duration of the award.

### Award Requirements

The NP/PA is expected to meet the competencies outlined in the [ACR/ARP Nurse Practitioner/Physician Assistant Rheumatology Curriculum Outline](#) by the end of a 12-month training period. **(In order access the curriculum, you must log-in with your ACR/ARP online account-you must be a current member):**

Required activities to help achieve this include:

- Completion of the [Advanced Rheumatology Online Course](#). **(Members pay \$1999)**

- Attendance of a minimum of two face-to-face or virtual rheumatology-focused regional or national conferences (e.g. State-of-the-Art Clinical Symposium, CME Meetings and/or State Society Meetings), one of which must be the ACR Convergence.
- Attendance at a Joint Injection Workshop, MSK Exam Workshop and/or two Meet the Professor sessions at the ACR Convergence.

The mentor is expected to:

- Participate in ARP-hosted mentorship webinars
- Complete progress and final reports as outlined below

## Review Criteria

Each application will be reviewed and ranked based on the following criteria:

- Quality of training/clinical environment
- Quality of training plan
- Quality of recruitment plan (if applicable)
- Mentor commitment to training NP/PA
- Potential to increase the rheumatology workforce, particularly in underserved areas.

## Award Terms and Funding

Recipients will be allowed to delay start of the award up to 6 months until they have identified and hired (if applicable) an eligible NP or PA. Specific starting and ending dates should be provided by the applicant with the understanding that the total time commitment for training activities must total 12 months.

At the close of the award term, the recipient must provide the Foundation with a final report describing completion of award requirements, any additional accomplishments, and the final financial reconciliation. This report will include components for both the mentor and the NP/PA to complete. Failure to submit required reports by the deadline may result in penalties.

The applicant must present a detailed budget not to exceed \$25,000 in direct costs. Funds may be used for the following:

- Conference fees for rheumatology-specific conferences such as the ACR Convergence, ACR State of the Art or Pediatric Rheumatology Symposium.
- Travel costs to rheumatology-specific conferences
- ARP and/or other professional society membership fees
- Educational tools, including:

- Advanced Rheumatology Online Course
- Textbooks
- Online journal access

- Salary support for the mentor and/or NP/PA (to ensure protected time for “on-the-job” training)

## Application Instructions

**Before starting the online application, you will be required to create a Professional Profile in ProposalCentral, if you have not already. To do so, visit [this link](#) to begin creating your account.**

All files must be saved as a PDF. Documents that do not have a required template should be formatted with ½ inch margin, 11-point Arial Font, and single-spacing (does not apply to figures and tables). All applications and documents must be written in English and avoid use of jargon. If terms are not universally known, spell out the term the first time it is used and note the appropriate abbreviation in parentheses. The acronym may be used thereafter.

**Note:** The Foundation does not require official signature from an authorized institutional research office at the time of application. However, many institutions require an application to be reviewed prior to submission. Please check with your research office for your institution’s requirements.

## Project Information

### Award Details and Logistics

You will be asked to provide details on the following:

- Proposed start and end date
- Practice/Institution where clinical training will take place
- Will this award be used to train an NP or a PA?
- Will this award be used in an adult or pediatric practice or both?

## Applicant/Mentor Information

You will be asked to confirm your eligibility and provide contact information in this section. In addition to the applicant information requested above, you will be asked to upload the following document:

### Applicant Biosketch or Curriculum Vitae (CV)

Limit to 5 pages; should include any pending support and follow NIH guidelines. Download NIH format Biographical Sketch template by clicking [here](#).

## NP/PA Information

### Nurse Practitioner/Physician Assistant Biosketch or CV

If an NP/PA has already been identified, you will be asked to provide that individual's contact information and biosketch or curriculum vitae (A template has been provided if needed). If the NP/PA has not been identified at the time of application, you will be required to provide this information prior to receiving an award contract and payment.

## Budget & Justification

Applications must include an itemized budget with budget justification detailing how the \$25,000 will be spent. In the budget form and justification, please indicate what fraction (percent effort) of the mentor's total salary and NP/PA's total salary that will be supported by this award.

## Required Documents

### Project Proposal

Provide a project proposal addressing the following points (5-page limit):

- Description of clinical environment. Examples that may be referred to in this section may include:
  - Description of patient population such as demographics and diagnoses seen in office, number of unique patients seen annually, and total number of annual "new" and "return" patient visits. Use of a table is acceptable.
  - Description of physical environment (e.g. Community practice or academic center? Infusion center? Lab/x-ray onsite? Etc.).
  - Other staff in the office who would contribute to the NP/PA's training.
  - Other trainees (e.g. students, residents, fellows) in the training environment, if applicable, and how both the mentor and NP/PA will interact with these individuals. Evidence that the mentor and practice have adequate time, resources, and patient volume to support all the trainees in the practice environment.
  - Interest in and capacity to keep NP/PA employed in the practice after completion of training.
  - Other support systems within your healthcare environment to facilitate the professional development of the NP/PA (i.e. advanced practice counsels/committees).
  - Areas of clinical strength.

- Description of training plan:
  - Description of clinical and training activities planned for the 12-month training period, including how specific clinical and procedural skills will be taught.
  - A block diagram of a typical week in the practice, with clinical time and dedicated teaching/mentoring time indicated.
- Description of geographic location. Evidence that your practice is in a geographically underserved area may be included here, if applicable. Examples that may be referred to in this section include:
  - Number of practicing rheumatologists within a 50-mile radius, a ratio of providers to potential patients and/or wait times in your practice for a new patient visit.
  - Catchment area, typical distance and time travelled by patients to see a rheumatologist.
  - Reference to [IDeA eligible states](#) (A list generated via the NIH's Institutional Development Award).
  - Reference to [HRSA shortage areas](#) (A list generated by the Health Resources and Services Administration).
- If an NP/PA has not yet been identified for this award, please delineate your recruitment plan for this candidate in order to have him/her hired within 6 months of receipt of the award.

## Mentor Statement

The role of the mentor is to facilitate on-the-job training, provide resources, as well as giving constructive feedback and guidance in professional development for the NP/PA. The mentor will help the NP/PA stay on track with regard to training and meeting the competencies outlined in the [ACR/ARP Nurse Practitioner/Physician Assistant Rheumatology Curriculum Outline](#) (In order access the curriculum, you must log-in with your ACR/ARP online account).

The participating NP/PA may have more than one mentor; however, the primary mentor (applicant) must be a Board-certified rheumatologist and a fellow member of the ACR. A multi-disciplinary team of mentors may include other physicians, nurse practitioners, physician assistants, or nurses.

The mentor should provide a statement (2-page limit) that includes:

- Details of prior experience as a mentor
- Description of how the mentor will provide mentoring to the NP/PA and promote rheumatology as a career path
- Percent of total weekly work effort/time the mentor will devote to training the NP/PA.
- The role any additional mentors may play

**MENTOR CURRICULUM VITAE**

**NAME:**

**CURRENT POSITION:**

**EDUCATION/TRAINING** *(Begin with baccalaureate or other initial professional education, such as nursing, include postdoctoral training and residency training if applicable. Add/delete rows as necessary.)*

INSTITUTION AND LOCATION	DEGREE <i>(if applicable)</i>	Completion Date MM/YYYY	FIELD OF STUDY

**A. Employment History**

**B. Board Certification**

**C. Membership in Professional Societies**

**D. Prior Mentorship Experience**

**E. Honors and Awards (if applicable)**

**F. Publications (if applicable)**

**G. Oral Presentations- Continuing Medical Education, Local, Regional or National Meetings (if applicable)**

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**NURSE PRACTITIONER/PHYSICIAN’S ASSISTANT CURRICULUM VITAE**

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**NAME:**

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**CURRENT POSITION:**

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**EDUCATION/TRAINING** *(Begin with baccalaureate or other initial professional education, such as nursing, include postdoctoral training and residency training if applicable. Add/delete rows as necessary.)*

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INSTITUTION AND LOCATION	DEGREE <i>(if applicable)</i>	Completion Date MM/YYYY	FIELD OF STUDY

**A. Employment History**

**B. Licensure**

**C. Board Certification**

**D. Membership in Professional Societies**

**E. Honors and Awards *(if applicable)***

**F. Publications *(if applicable)***

**G. Oral Presentations (Continuing Medical Education, Local, Regional or National Meetings) *(if applicable)***