

IVP Fellowship Program

Informational Webinar

*(Steps to identify a project
and submit an application)*



Academic Advisor Team

UNCHealthySolutions

enhancing public health capacity and strategy



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Session Objectives

1. Describe the IHS IVP Fellowship Program and how to apply
2. Describe 3 Fellowship project types
3. Use a template to develop a Project Idea

Materials: 2023-2024 IVP Fellowship Program Summary, Handout W1, Worksheet W1



IVP FELLOWSHIP PROGRAM



Office of Environmental Health & Engineering
Division of Environmental Health Services
Injury Prevention Program

IVP Fellowship Webinar

Overview

- Provides practical knowledge and skills for IVP practitioners working in AI/AN communities
- Builds on learning obtained in IVP Courses 1, 2, 3 and and prior experiences
- Requires planning, implementing, preparing a report, and presenting results for an IVP project



Fellowship Content

- Project planning and management
- Literature review
- Project approvals and IRB
- Descriptive epidemiology
- Sampling and data collection
- Data management
- Qualitative/Quantitative data analysis
 - Basic statistical techniques
- Scientific writing and presentation techniques



Pre-Requisites

2 years of public
health experience

OR

1 year of IVP
experience

AND

Completion of revised IHS IVP Courses 1, 2, 3

– Taken 2021 or 2022

- See the Program Summary to understand the exceptions for current applicants



Commitment

- Requires approximately 5-10 hours per week of work related to Fellowship and your project
 - Distance-learning sessions and assignments
 - Three in-person sessions (each lasts 1 week)
 - Project tasks
 - Fellowship deliverables



Fellowship Schedule and Content

- Timeline: January 2023 to May 2024
- Project phases
 1. Planning (prior to first in-person session)
 2. Implementation
 3. Results
 4. Deliverables
- Attend
 - Distance-based sessions (synchronous and asynchronous)
 - In-person sessions (CDC, Field, Symposium)
- Complete
 - Project tasks
 - Draft sections of project report
 - Final project report and presentation
- Participate in progress checks



1. Planning (*Jan-May 2023*)

- Distance A
 - Course Introduction/Overview
 - Literature Review
 - Project Purpose, Questions, Design (e.g., project description)
 - Planning an IVP Project
 - Project Approvals/IRB
 - Sources of Error
 - Descriptive Epidemiology
- Progress Check 1



1. Planning *(Jan-May 2023) (cont.)*

- In-Person 1 (at CDC in Atlanta, GA)
 - Fellows introduce projects to
 - Project Management (Part 1)
 - Sampling
 - Data Collection



2. Implementation *(Jun-Oct 2023)*

- Distance B
 - Project Management (Part 2)
 - Data Management
- Progress Check 2
- In-Person 2 Field Course
 - Receive overview of IVP activities and culture
 - Participate in IVP activity, event, or observation
 - Complete a service project for the hosting Area's IPP
 - Promote IHS IP Training Program
 - Network with Fellows about their Projects



3. Results *(Nov 2023-Jan 2024)*

- Progress Check 3
- Distance C
 - Quantitative/Qualitative Analysis
 - Basic Statistical Techniques



4. Deliverables *(Feb-May 2024)*

- Distance D (Dissemination)
 - Reporting Results
 - Scientific Audience
 - Tribal Audience
- Progress Check 4
- In-Person 3
 - Fellowship Symposium



Continuing Education Opportunity

(OPTIONAL)

- Fellows can participate in a continuing education opportunity
 - Choose between two options

Less-intensive option

- Attend a conference
 - During or after the Fellowship (complete by Dec 31, 2024)

More-intensive option

- Enroll in a university course
 - After the Fellowship (complete by Dec 31, 2024)



Fellowship Support Roles

- Mentors
- Area (or District) IPP Specialists
- Academic Advisor team
- EHSC staffs
- Field Course Hosts
- CDC staff with IVP expertise
- IHS HQ staffs



Application Process

- Beginning August 8, 2022
 - View this webinar
 - Develop draft *Project Idea*
 - Seek feedback from Mentor (make edits as needed)
 - Upload *Project Idea* to Academic Advisors
 - Schedule Zoom consultation with Academic Advisors and Mentor
- Between September 19 - November 23, 2022
 - Attend Zoom consultation with Academic Advisors and Mentor
 - Revise *Project Idea*
- By December 4, 2022
 - Submit online application and upload revised *Project Idea*



Application Summary

- A. Information about you
- B. Information about your education and work
- C. Information about your IVP experience and training
- D. Your commitment and motivations
- E. Upload your *Project Idea* document
- F. Letters of Support
 - Mentor; Area/District IPP Specialist/Point of Contact; your Supervisor
- G. Documentation showing completion of IHS IVP Courses 1, 2, 3
- H. Final checklist and submission

Applications DUE: Sunday, Dec. 4, 2022 @ 11:00pm EST

Results Announced: Dec. 20, 2022

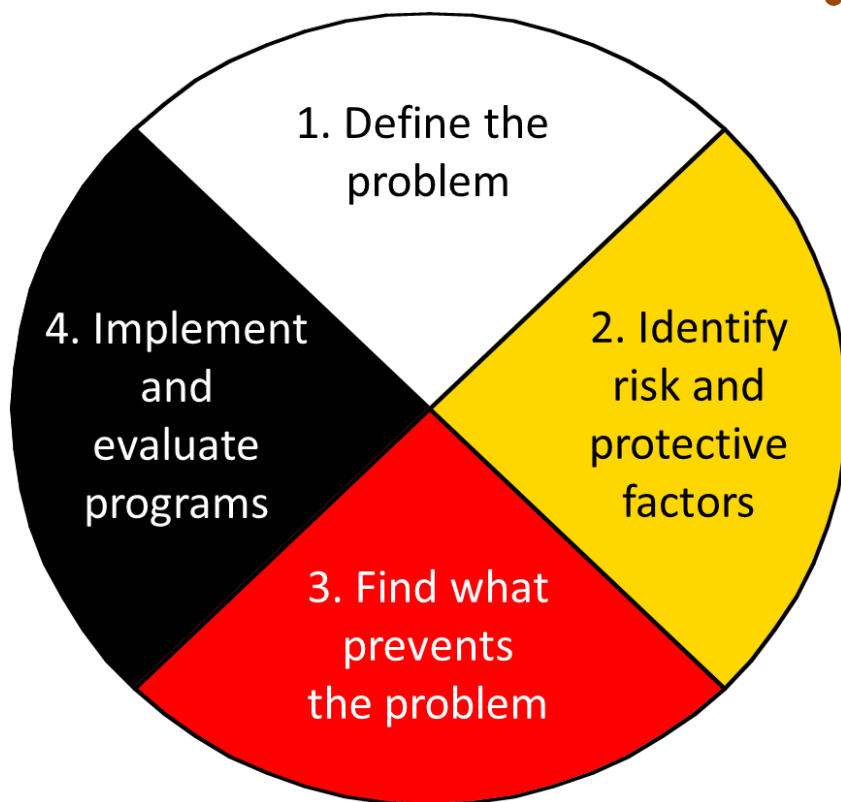


IDENTIFYING A PROJECT



Projects Align with Public Health Approach

Adapted from: Mercy, Rosenberg, Powell et al. (1993); CDC.gov

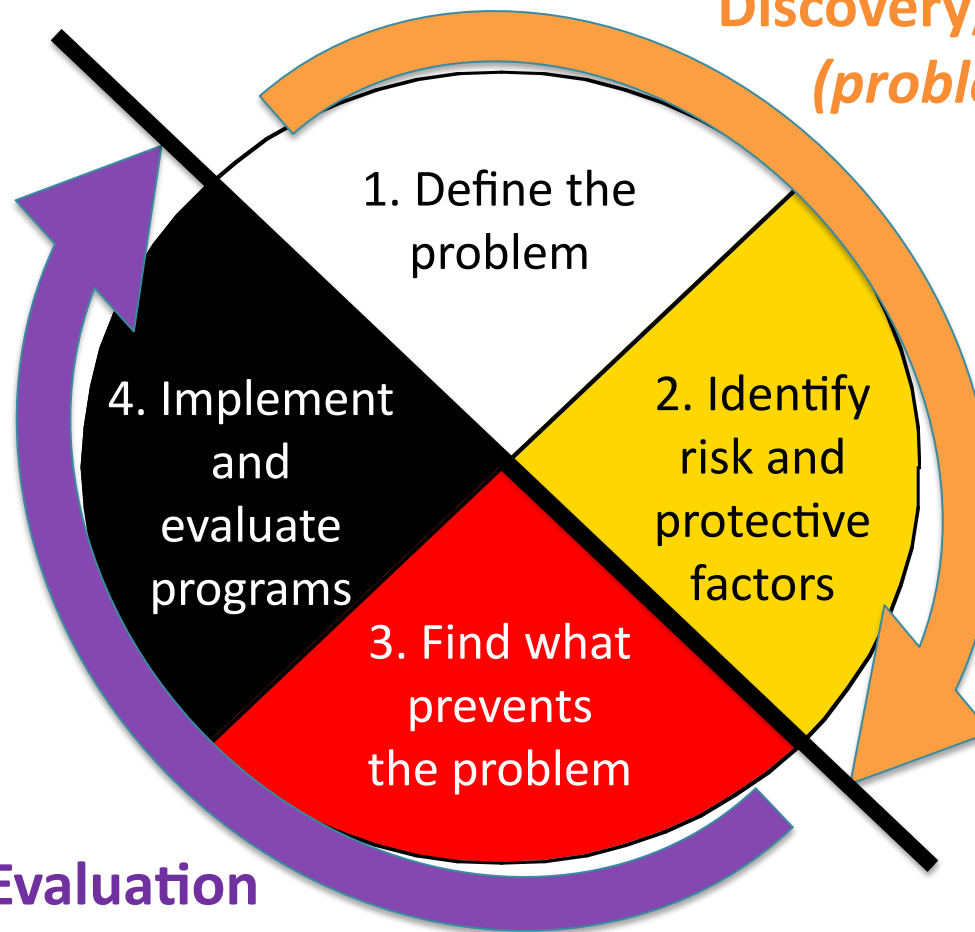


- Identify what the Project will accomplish (purpose)
 - Can be one step
 - Can be multiple steps



Project Purpose

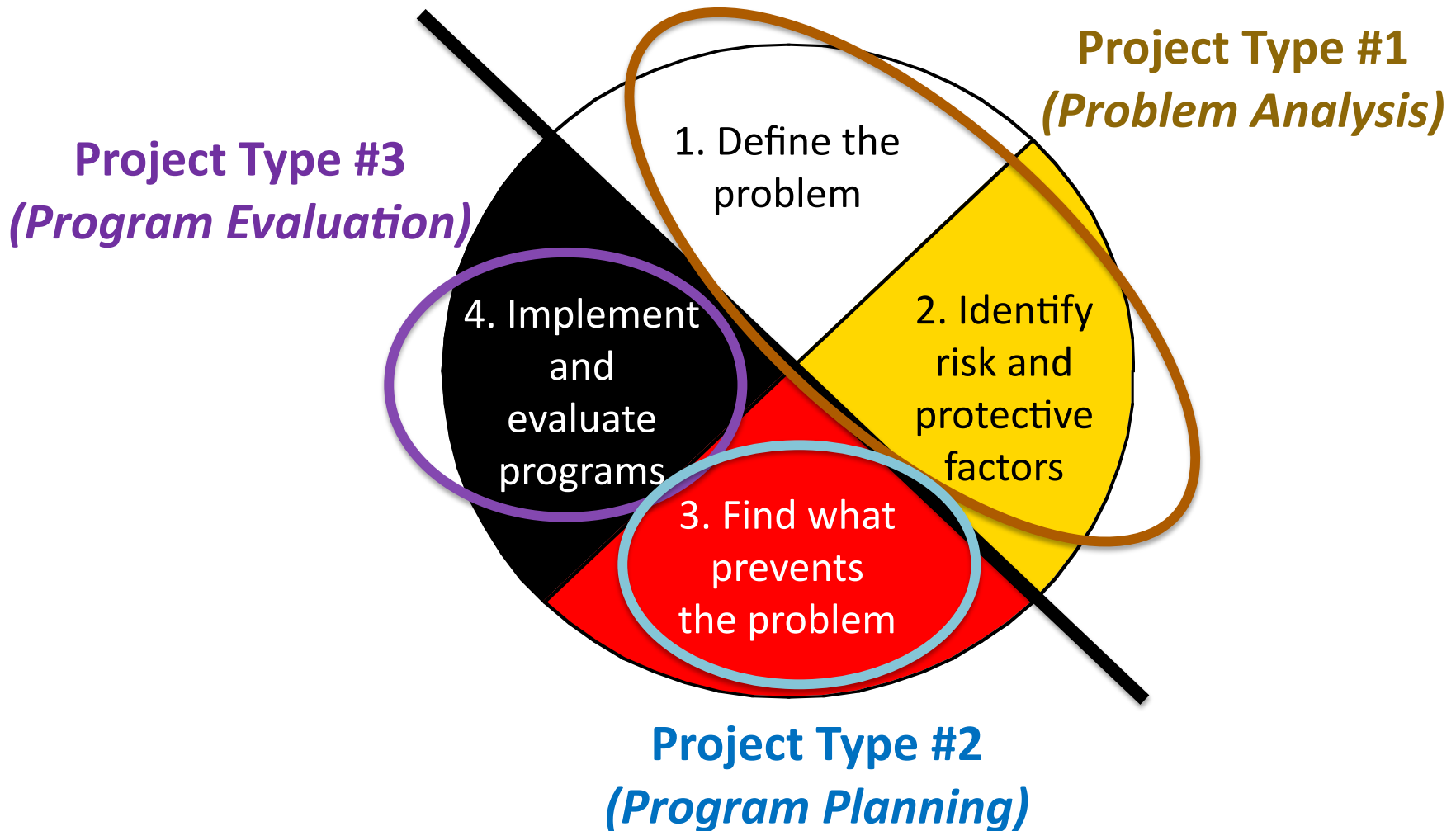
Discovery/Understanding
(problem-focused)



Intervention/Evaluation
(program-focused)



3 Types of Projects

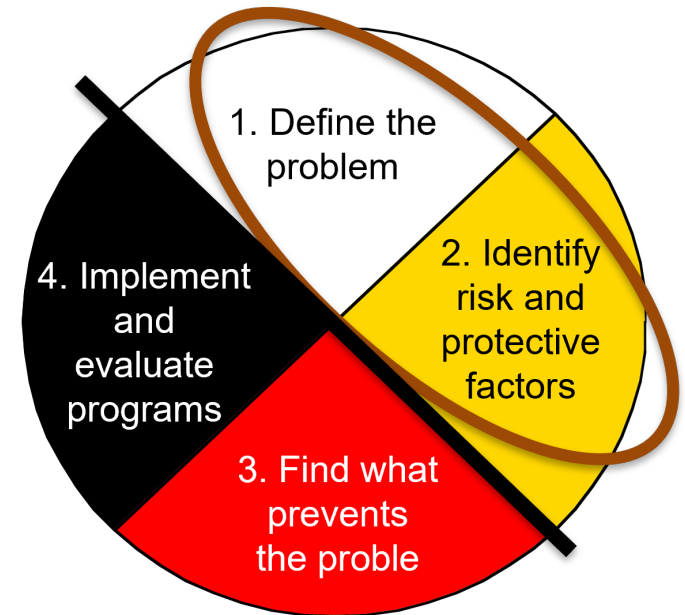


Project Type #1: *Problem Analysis*

- Analyze an I/V problem

Example:

- Quantify elder falls in Tribe
 - Incidence during past year
 - 5-year incidence trend
- Identify risk factors for falling among the elderly
 - Assess balance/strength among Tribe's elderly
 - Conduct home assessments

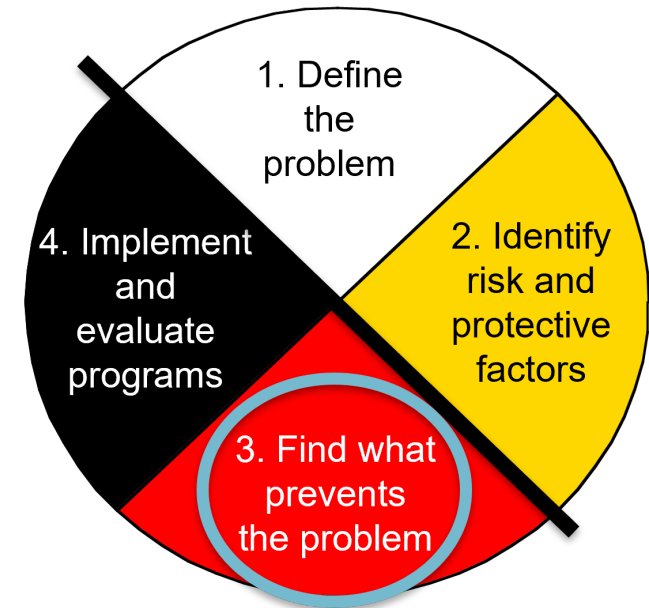


Project Type #2: *Program Planning*

- Plan, pilot, and process evaluate an EBI in a new location or population

Example:

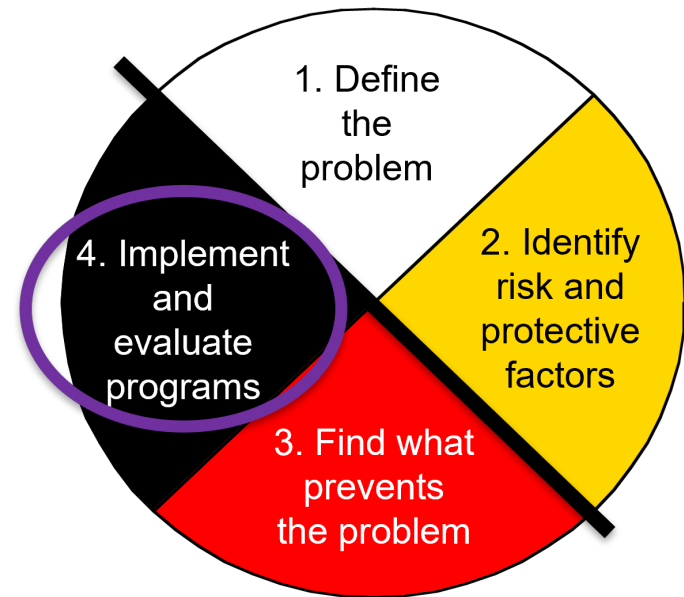
- Identify a program curriculum
 - Generally should include instructor and participant materials
- Develop a Tribal program plan and pilot-test the curriculum
 - Generally should include budget, recommended locations, promotional flyers, and evaluation assessment tools
- Process evaluate the pilot



Project Type #3: *Program Evaluation*

Two possibilities:

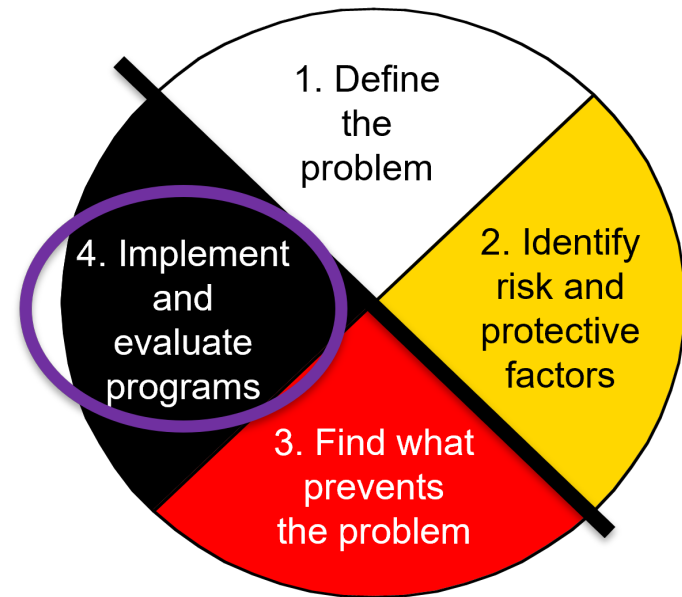
1. Evaluate a program that Fellow implements
 - Process and Outcome
2. Evaluate a program implemented by others (current or past timeframe)
 - Process and Outcome



Project Type #3: *Program Evaluation*

Examples:

1. Implement a new Tai Chi program and evaluate it
 - Train instructors and observe random sample of classes
 - Survey the students
 - Satisfaction with classes
 - Tai Chi practice outside of class
 - Compare Pre/Post strength and balance in two groups:
 - Elderly who took Tai Chi
 - Elderly who did not take Tai Chi



This will require sufficient sample size

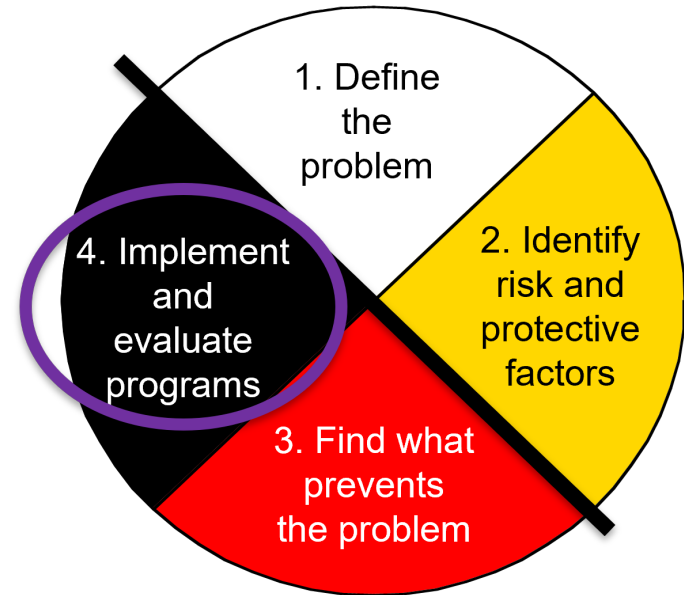


Project Type #3: *Program Evaluation*

Examples:

2. Evaluate the impact of a home assessment program

- Review assessment forms
- Interview staff to understand assessment process in detail
- Compare fall incidence in two groups:
 - Elderly in assessed homes
 - Elderly in non-assessed homes



This will require sufficient sample size



Developing a Project Idea

- Worksheet W1
 - Let's tour the Project Idea Worksheet
 - 4 parts



Worksheet W1 – Part 1

- Project Title
 - Develop a draft (working) title
 - You can change it later
 - Should suggest the general purpose of the project
- Example:
 - *Identifying Tribal Risk Factors for Youth Suicide*



Worksheet W1. Template to Create a Project Idea

2023-2024 IHS IVP Fellowship Program

Instructions. To outline a project idea, follow the instructions for each part of the template.

- 1. Project Title:** Create a draft (working) title that suggests the purpose of the project. (It might be easier to do this after you complete Part 3.)



Worksheet W1 – Part 2

- Project Rationale/Need
 - Answer each question
 - Provides reasons for the project



Worksheet W1. Template to Create a Project Idea

2023-2024 IHS IVP Fellowship Program

Instructions. To outline a project idea, follow the instructions for each part of the template.

- 2. Describe the Project Rationale/Need:** Answer these questions to provide reasons for doing the project.

Question	Answer
a. What IVP need or I/V topic(s) do you want to focus on?	
b. What drew your attention to the need or topic(s)?	
c. What is the priority population or geographic area of focus?	
d. (If focusing on one I/V topic: i. How much of a problem is it? (Provide some statistics.) ii. How do local stakeholders perceive the problem and/or need for solutions?	



Worksheet W1 – Part 3

- Project Type/Questions

- Yellow highlight

- To select your Project Type and Questions
- (PS - Don't answer the questions now, because your project will eventually do that)

Worksheet W1. Template to Create a Project Idea

2023-2024 IHS IVP Fellowship Program

Instructions. To outline a project idea, follow the instructions for each part of the template.

3. Identify Project Type and Questions: Select and **yellow highlight** one Project Type that best match what your project will do. Then select and **yellow highlight** the questions for that Project Type which you will answer by the end of your project. (DON'T answer them now, just highlight them.)

Project Type #1 – Problem Analysis: Comparatively analyze multiple I/V problems in general, OR identify and analyze one problem in detail, including the risk/protective factors that influence the problem.

i. (If focusing on multiple I/V topics):

- A. What are the main I/V problems in the community?
- B. What population groups or geographic areas are most at risk?

ii. (If focusing on one I/V topic):

- A. What is the scope/urgency of the I/V problem in the community?
- B. What are the key risk/protective factors of the problem?
- C. How prevalent in the community are the key risk factors?

Project Type #2 – Program Planning: Identify an EBI to prevent/reduce the problem; plan how to implement the program; pilot-test the program; conduct a process evaluation to help improve later implementation.

- i. What evidence-based intervention (EBI) would best prevent/reduce the problem and be most feasible for the community?
- ii. How can the EBI be implemented in the community (including adjusting existing programs)?

Project Type #3 – Program Evaluation: Evaluate a program you will implement OR evaluate a program implemented by others (currently or in the past). Use both process and outcome evaluation methods.

- i. How was the EBI implemented in the community, and was any tailoring/adaptation appropriate?
- ii. What were the EBI outcomes in the community?



Worksheet W1 – Part 4

- Project Methods and Activities
 - Answer the questions for only your Project Type
 - You can delete the rows for the other types
 - Will help you begin planning your Methods

Worksheet W1. Template to Create a Project Idea

2023-2024 IHS IVP Fellowship Program

Instructions. To outline a project idea, follow the instructions for each part of the template.

Questions for Project Type #1 – Problem Analysis

Question	Answer
a. What secondary data exist that you could use?	
b. How easy will it be for you to get the secondary data?	
c. What local, primary data do you need to collect?	
d. How could you analyze the data to get the answers you need?	

Questions for Project Type #2 – Program Planning

Question	Answer
a. <u>Planning and adaptation</u> <ul style="list-style-type: none"> i. What (if any) program already exists and can you use it? ii. If a program already exists, does it need tailoring or cultural adaptation for your community (and if so, in what way)? iii. If no program already exists, how will you develop a program? 	
b. <u>Pilot-test</u> <ul style="list-style-type: none"> i. How will you pilot-test the program? 	
c. <u>Process evaluation</u> <ul style="list-style-type: none"> i. How will you document the pilot-test? 	

Questions for Project Type #3 – Program Evaluation

Question	Answer
a. Briefly describe the program or intervention you want to evaluate.	
b. What ideas do you have for evaluating the program's process and outcomes?	
c. What data will you need to collect?	
d. How can you analyze the data to get the answers you need?	



Project Idea

- Handout W1
 - Review 3 project ideas

ACTIVITY



Pre-Application Next Steps

- Draft your *Project Idea*
 - Use template provided in Worksheet W1
- Obtain feedback from your Mentor
- Use link below to:
 - Provide contact information for you and your mentor
 - Upload your *Project Idea*
 - Schedule a required consultation (between September 19 and November 23) to discuss your *Project Idea* with:
 - Academic Advisor Team
 - Mentor (or Area IPP Specialist/Point of Contact)
 - https://unc.az1.qualtrics.com/jfe/form/SV_eQg7IIfVIUIBSKi
- Update your *Project Idea*
 - Based on consultation feedback



Application Process

- Beginning October 3, 2022
 - Access the online application at:
 - <https://ihsaap.web.unc.edu/fellowship-pre-application/>
- By December 4, 2022
 - Complete your application by 11 pm EST
 - Upload all required documents (e.g., final *Project Idea*, letters of support, proof of IVP Courses 1, 2, 3)
- By December 20, 2022
 - Results will be announced



Thank You

- If you have any questions, please contact:
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