

US Department of Health and Human Services Office of Minority Health

Youth Health Equity Model of Practice

Summer 2019 Placement Site Application

Welcome and thank you for your interest in becoming a Placement Site with the Youth Health Equity Model of Practice (YHEMOP)! The application and matching process to become a Placement Site will occur in multiple phases (described below).

Application Requirements:

- A. Placement Site Information
- B. Mentor Contact and Background Information
- C. Requirements for Health Equity Fellow
- D. Health Equity Project Information
- E. Alignment with OMH Strategic Priorities and Functions
- F. Special Considerations or Needs

**Please note, all placement sites will be responsible for the Fellow's on-boarding and security clearance (if applicable). If additional time is needed for these processes, please indicate it in this section.*

- G. Optional: Recommended Health Equity Fellow

Project Alignment

To apply to serve as a YHEMOP Placement Site, applicants must demonstrate:

1. A clear plan for a distinct Health Equity Project that aligns with one or more of [OMH's Strategic Priorities](#):
 - a. [Access to Quality Health Care](#)
 - b. [HHS Action Plan to Reduce Racial and Ethnic Health Disparities](#)
 - c. [National Partnership for Action to End Health Disparities](#)
2. A project for the Health Equity Fellow to work on, which aligns with one or more of [OMH's Key Functions](#):
 - a. Awareness
 - b. Data
 - c. Partnership and networks
 - d. Policies, programs and practices
 - e. Research, demonstration and evaluation

OMH Priority Areas

In addition to the alignment requirements listed above, OMH will give special consideration to projects that promote the treatment/and or prevention of the following:

- ▶ Viral Hepatitis
- ▶ Workforce Development
- ▶ Childhood Obesity and Diabetes
- ▶ Mental Illness and Suicide Prevention
- ▶ Chronic Disease Prevention and Health Promotion – Cardiovascular Disease, Diabetes

- ▶ HIV/AIDS
- ▶ Sickle Cell Disease

Application Process:

- ▶ **Phase 1.** Please electronically fill out the form below. If you need additional space or would like to attach additional documents, please send with the full application. **Please submit your printed application directly to the address below.** Your submission should be postmarked by December 7, 2018.

YHEMOP Program
805 Fifteenth Street NW, Suite 910
Washington, DC 20005

- ▶ **Phase 2.** The YHEMOP team will notify you of whether you were selected as a placement site by January 10, 2019. Health Equity Fellow applications are open between January 15 – February 15, 2019. Final notification of match will be made no later than mid-April (if an earlier date is required for clearance reasons, please indicate this in Section F of the application).
- ▶ **Phase 3.** Once a match is finalized, the YHEMOP team will schedule a kickoff meeting to introduce the fellow and mentor, as well as discuss the Health Equity Project to be completed during the summer.
- ▶ **Placement Dates:** June 3, 2019 – August 9, 2019. Flexibility in these dates may be accommodated on an individual basis; however, the project period must be at least 10 weeks.

Summer 2019 Placement Site Application

A. PLACEMENT SITE INFORMATION

Please fill out the fields below with your information

1. **Organization Name:**
2. **Current Mission/Vision:**
3. **Description of Organization's Health Equity-Focused Goals and Activities:**
4. **Website** (if applicable):
5. **Street Address** (If RHEC, include address of primary location where Fellow will be located):
6. **City:**
7. **State:**
8. **Zip:**
9. **Point of Contact** (name and title):
10. **Phone:**
11. **Fax:**
12. **Type of Organization:**
 - Academic institution
 - Non-profit organization
 - Faith-based organization
 - Federal Government Agency
 - Local Government Agency
 - Private organization
 - Other: _____

B. MENTOR CONTACT AND BACKGROUND INFORMATION

1. **Name:**
2. **Title:**
3. **Email:**
4. **Phone:**
5. **Will the mentor be located and available to the fellow on-site?** Yes No
 - a. **If not on-site, briefly describe the plan for mentor-mentee engagement** (e.g., regular weekly calls, check-ins via Skype, etc.):
6. **Previous Experience with Student Mentorship?** Yes No
7. **Description of Previous Mentorship Experience** (e.g., type of mentee, mentee project, level of interaction, duration of time, etc.):

C. REQUIREMENTS FOR HEALTH EQUITY FELLOW

1. Standard dates for the Summer 2019 Cohort are June 3, 2019 – August 3, 2019.

If placement site requires modifications to these dates, please explain:

Please carefully consider the needs of your project keeping in mind that YHEMOP Placements should also provide fellows the opportunity to grow professionally and expand their skills sets.

2. **Level of education needed** (check all that are acceptable – note that students may be “in progress” of obtaining these degrees): Undergraduate Masters Doctoral

3. **Preferred Areas of Concentration** (check all that apply):

- Communications
- Health Care/ Clinical Services
- Psychology
- Health Administration
- Public Health
- Social Work
- Health Policy
- Public Administration
- Sociology
- Health Science
- Public Policy
- Epidemiology
- Other:

4. **Preferred Technical Skills** (check all that apply):

- Writing
- Facilitation / Training
- Public Speaking

- Community Outreach/ Engagement
- Interviews/Focus Groups
- Program Evaluation
- Literature Review
- Qualitative Analysis
- Quantitative Analysis
- Statistical Analysis/Software
- Other Software_____
- Survey Design
- Multilingual, preferred language(s): _____
- Website Design/ Management
- Graphic Design
- Social Media
- Other (please list):

D. HEALTH EQUITY PROJECT INFORMATION

1. Project Title:

2. **Project Description.** Please include 3-6 sentences – this description will be included on the Health Equity Fellow application.

3. **Project Goals:** Please list goal(s) and/or objective(s) of the project (e.g., what populations, programs, or policies it focuses on; short term and long-term outcomes expected).

- 1.
- 2.
- 3.

4. **Project Tasks/Activities/Completion Dates:** In the list below, please list the individual tasks and activities that the fellow will complete as part of this project. Please also include the estimated dates of completion for each task.

1. Task 1:

- Activity 1:
 - Estimated completion date:
- Activity 2:
 - Estimated completion date:
- Activity 3:
 - Estimated completion date
- Activity 4:
 - Estimated completion date:

2. Task 2:

- Activity 1:
 - Estimated completion date:
- Activity 2:
 - Estimated completion date:
- Activity 3:
 - Estimated completion date
- Activity 4:

3. Task 3:

- Activity 1:
 - Estimated completion date:
- Activity 2:
 - Estimated completion date:
- Activity 3:
 - Estimated completion date
- Activity 4:
 - Estimated completion date

5. Key Deliverables:

- 1.
- 2.
- 3.

6. **Will the Health Equity Fellow be placed on-site?** Yes No

If no, please identify the location where the fellow will be placed:

7. **Sustainability:** How does this project contribute to the overarching health equity related mission or goals of the organization? How will this project contribute to future work for the organization?
8. **Leadership Component:** Describe opportunities the fellow will have to develop leadership skills (e.g., task lead, supervisory responsibilities, strategy building, etc.) during their placement period.
9. **Educational Component:** Describe opportunities the fellow will have to reinforce and/or be exposed to healthcare and health equity policy knowledge, theories, and/or practices.
10. **Professional Development Component:** Describe any opportunities the fellow will have for professional development including (but not limited to): professional presentations, informal and formal networking, and training.
11. **Additional Information/Other Comments:** Please include any additional information pertinent to your proposed project and placement site which was not yet covered.

E. ALIGNMENT WITH OMH STRATEGIC PRIORITIES & FUNCTIONS

MISSION OF OMH: The Office of Minority Health is dedicated to improving the health of racial and ethnic minority populations through the development of health policies and programs that will eliminate health disparities. Please indicate how the proposed YHEMOP Health Equity Fellow project aligns with one or more of the OMH strategic priorities.

1. Please explain how the proposed project aligns with one or more of the current OMH priority areas listed on page 1 of the application:
2. Please explain how the proposed project aligns with one or more of the OMH strategic priorities (below).
 1. Support initiatives and programs that provide access to quality health care:
 2. Lead the implementation of the [HHS Action Plan to Reduce Racial and Ethnic Health Disparities](#):
 3. Coordinate the [National Partnership for Action to End Health Disparities \(NPA\)](#) and the [National Stakeholder Strategy for Achieving Health Equity \(NSS\)](#):
3. Please explain how the proposed project aligns with one or more of the [OMH Core Functions](#) (below).
 - Awareness:
 - Data:
 - Partnership and Networks:
 - Policies, Programs, and Practices:
 - Research, Demonstrations, and Evaluation:

F. SPECIAL CONSIDERATIONS OR NEEDS

Please explain any special considerations or needs the YHEMOP Team should consider when considering this application or matching a Fellow (e.g., time needed to complete security paperwork and badging):

G. OPTIONAL Recommended Health Equity Fellow

If you have a potential Fellow that you would like to work with on this project, please include his or her information below. Note, the recommended Fellow will need to fill out a Health Equity Fellow Application prior to December 7th for approval by OMH. Please email OMHyhemop@atlasresearch.us for details.

Name (first, last):

Email:

Affiliation with potential Fellow: