

**PSYCHIATRIC
MENTAL HEALTH
NURSE PRACTITIONER
FELLOWSHIP**

Webinar

March 5, 2024

01:00 PM

Via ZOOM



Tan Chingfen
Graduate School
of Nursing



WELCOME

The **Psychiatric Mental Health Nurse Practitioner (PMHNP) Fellowship Program** is a statewide fellowship program based in community health centers (CHC) designed to prepare and transition PMHNP graduates into an integrated CHC practice setting.

This program is sponsored by the Massachusetts Executive Office of Health and Human Services (EOHHS). The PMHNP fellowship program is managed by UMass Chan Tan Chingfen Graduate School of Nursing (UMass Chan GSN) in partnership with the Massachusetts League of Community Health Centers (MLCHC).

The PMHNP Fellowship is supported by the Commonwealth of Massachusetts with funds received from the U.S. Department of the Treasury from the Fiscal Recovery Fund, established under Section 602 of the SSA, as added by Section 9901 ARPA.



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Graduate School
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Program Administration

Massachusetts League for Community Health Centers

- Tinamarie Fioroni
- Emily Price

UMass Chan Tan Chingfen Graduate School of Nursing

- Leanne Winchester
- Mechelle Plasse
- Anne Reardon

Goal for Today's Webinar

Participating community health centers will receive a detailed review of the RFP and the application process.

This webinar will be recorded. Due to the RFP process, no questions will be answered during this webinar. All questions should be posted to the pmhnpfellowship@massleague.org email

We are excited for the launch!



Program Introduction

The Program will consist of two categories of Fellows: (i) Student PMHNPs and (ii) Graduate PMHNPs (also known as practicing-level PMHNPs). A Graduate PMHNP must be defined by at least one of the following descriptions:

- Completed a PMHNP program within 18 months of the start of the Fellowship,
- Will complete a PMHNP program by the start of the Fellowship, or
- A recent graduate hired between 6/1/23 and 6/30/24 as a new PMHNP (within 18 months of graduation) at a community health center.

Graduate Fellows will be under a 12-month service commitment and student-level Fellows will participate in a semester-long placement

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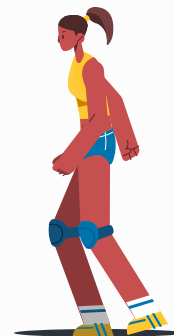
The logo for the Massachusetts League of Community Health Centers, featuring a green curved line above the text "Massachusetts League" in a serif font, with "of Community Health Centers" in a smaller, italicized serif font below it.

CHC Eligibility

The Massachusetts League of Community Health Centers (MLCHC) is issuing this Request for Proposals (RFP) to establish a PMHNP Fellowship Program at Community Health Centers (CHCs) with at least one being in a rural area.

A CHC is defined as a health center located in Massachusetts, operated by an organization that meets the criteria to qualify as a Federal Qualified Health Center (FQHC)², a hospital-licensed health center ³or an FQHC look-alike. CHCs that serve diverse communities, rural communities⁴, or are in a federally designated Health Professional Shortage Area (HPSA) or a Mental Health Professional Shortage Area⁵ are strongly encouraged to apply.

General Guidelines



Guidelines for CHCs

A CHC is defined as a health center located in Massachusetts, operated by an organization that meets the criteria to qualify as a Federal Qualified Health Center (FQHC)², a hospital-licensed health center³ or an FQHC look-alike.

CHCs that serve diverse communities, rural communities, or are in a federally designated Health Professional Shortage Area (HPSA) or a Mental Health Professional Shortage Area are strongly encouraged to apply.



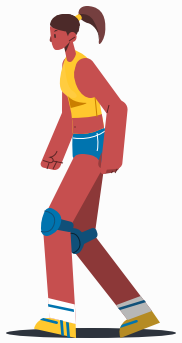
Guidelines for Fellows

All applicants must meet the minimum eligibility criteria for the fellowship.

While anyone who has completed a PMHNP program is eligible to apply, priority is given to those who have graduated from a PMHNP program within 18 months of the release date of this RFP, and/or are bilingual and/or reflect the population served.



Program Intent



The MA PMHNP Fellowship Program aims to:

- recruit, train, educate and retain PMHNPs at CHCs.
- offer additional advanced and structured training to prepare PMHNP's for successful practice in community-based settings.
- integrate retention strategies to ensure the sustainability of the program at CHCs and create a career pathway for practitioners

The Program aims to ensure the sustainability of PMHNPs who work at health centers by creating a career pathway for practitioners, such as student Fellows transitioning to a graduate Fellowship and graduate Fellows becoming prescribing Preceptors and/or non-prescribing Preceptors of future Fellows.



Selection Priorities

CHCs will be selected and evaluated for funding based on their demonstrated capacity to provide the following,

- A commitment to hire graduate PMHNP fellows who have passed the national certification exam by the American Nurses Credentialing Center or the American Association of Nurse Practitioners, have a Commonwealth of Massachusetts Advance Practice Nursing License in good standing with the Board of Registration in Nursing, and are eligible to apply for Mass Controlled Substance License/DEA by the start of the Program.
- A commitment to building culturally diverse psychiatric capacity both by prioritizing hiring qualified PMHNP candidates who reflect the patient population's cultural and linguistic backgrounds and providing services to communities that are underserved by limited access to behavioral healthcare.
- Capacity and capability to precept all Fellows. See the CHC Preceptor Description below for full details.
- Capacity to provide adequate prescribing Preceptor support for PMHNP graduate and new hire Fellows. See the Prescribing Preceptor description below for full details.
- Ability to ensure adequate patient panels for Fellows in terms of size, diversity, and clinical complexity.
- Ability to ensure adequate care team support (e.g., medical assistants, registered nurses, community health workers, behavioral health clinicians, psychiatrists, or experienced PMHNPs for consult support, and support staff) for Fellows.
- Ability to provide adequate physical space (e.g., exam/treatment rooms) for Fellows.
- Ability to provide coverage and systems to ensure that the clinical needs of patients are met in the Fellows' absence (e.g., sick day, vacation time, etc.).
- Ability to ensure that Fellows work as part of a multi-disciplinary care team

Program Staffing Requirements



A portion of the staff time will be compensated by the grant. Staff must be able to provide sufficient time and effort to fulfill program requirements

-Program Director

The program director will be responsible for meeting the obligations and Terms and Conditions of the Fellowship and other administrative requirements related to reporting, evaluation and financial reports

-Non Prescribing Preceptor

Required for student and graduate Fellows

-Prescribing Preceptor

Only required for graduate Fellows, will support psychopharm prescribing

Non Prescribing Preceptors



* Some providers, such as individually licensed PMHNP providers, may fulfill both the non prescribing preceptor and prescribing preceptor role

Licensing Requirements: non prescribing preceptors must be *licensed mental health providers* (eg. PMHNP, psychiatrist, psychologist, LICSW, LMHC, etc.). *Note that some Graduate Schools of Nursing may have specific requirements for the preceptor's licensing.*

Preceptor Responsibilities:

Assist the Fellows in meeting their learning needs

Provide consultation for each new patient

Continued consultation when appropriate to ensure patient care quality

Responsible for bi-monthly performance evaluations.

Preceptors with diverse backgrounds are encouraged.

Prescribing Preceptors



* Some providers, such as individually licensed PMHNP providers, may fulfill both the non prescribing preceptor and prescribing preceptor role.

Licensing Requirements: A prescribing preceptor is a Qualified Healthcare Professional (QHP) who is eligible to provide clinical supervision of prescriptive practice for the graduate fellow, a state regulation for the first 2 years post-certification.

- Licensed certified nurse practitioners with board certification as an advanced practice psychiatric nurse (PMHNP or PMHCNS) who has met the criteria for independent practice.
- Licensed physician, MD or DO, who is board certified in psychiatry “ABPN” or those with a specialty in addiction medicine with the added credentials of “FASAM” or “DFASAM” (Fellow of American Society of Addiction Medicine or Distinguished Fellow of American Society of Addiction Medicine).

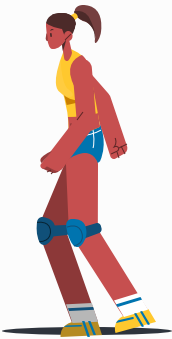
Prescribing Preceptor Responsibilities

The fellow and the clinical supervisor will develop mutually agreed-upon guidelines that outline the mechanism for ongoing supervision, the duration and scope of the supervision, and the clinical circumstances that require consultation and/or referral.

If a CHC is unable to provide a prescribing preceptor, a written request must be submitted to UMass Chan GSN for remote clinical supervision support.

Types of Fellows

Refer to page 8 of the RFP for complete criteria



Graduate Fellows

- 12 Month Service commitment
- Have completed a PMHNP program*
- Will be employed by the CHC during the 12-month Fellowship.
- PMHNPs who were recently hired (between 6/1/23 and 6/30/24) by a CHC must submit a Graduate Fellow application and request to be matched to their CHC employer, providing the CHC also submits a proposal and is approved for funding.

Student Fellows

- Semester long fellowship with option to extend to an additional semester, with approval as needed
- Enrolled in a PMHNP program*
- CHC's will work closely with academic placement coordinators at student's programs around requirements and policies
- RNs who currently work at a CHC and are enrolled in a PMHNP program can submit a Student Fellow application and request to be matched to their CHC employer, providing the CHC also submits a proposal and is approved

*The PMHNP program may provide a master in science (MS) with PMHNP specialization; a Doctor of Nursing practice (DNP) with PMHNP specialization; or a post-graduate certificate (PGC) with PMHNP specialization for those board-certified as NPs in a specialty other than psychiatry and mental health (i.e., family nurse practitioners).

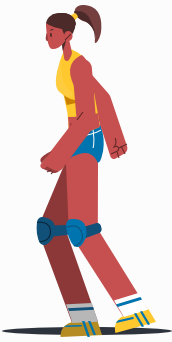
Student Fellows



Program Components for PMHNP Students

- CHC will work collaboratively with the PMHNP student's academic program coordinator.
- CHC will provide a Preceptor for the PMHNP student, that meets the requirements set by the student's PMHNP program
- PMHNP student experience will be in accordance with the student's PMHNP Program course objectives as outlined by the academic program coordinator.

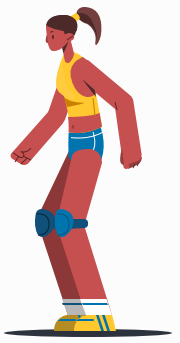
Grant Award



All PMHNP Fellow applicants (students, graduates, and newly hired graduates) must complete and submit an application. Applications are available on the UMass Chan GSN [website](#).¹⁰ A CHC may apply for more than one Fellow slot. Based on the response and number of Fellow applications, placements may vary across health centers.

For new hires and students working as an RN at a health center, both the CHC where they work and the new hire or student must submit an application and be approved.

Grant Objective



Anticipated Project Outcomes:

A total of **32 graduate and 29 student Fellow slots**
at up to **22 health centers**

Timeline:

all funds expended by **12/31/26**

Cycle One of the Project (RFP launch 8/2023)

4 CHCs funded

4 graduates and 3 student Fellows

A CHC applicant may apply for more than one Fellow. Based on the response and number of Fellow applications we will seek to be fair and equitable with placements across health centers.

Grant Award Graduate Fellows



Funding Category	Available Funding
PMHNP graduate salary and fringe support	Up to \$140,250/year for each PMHNP graduate Fellow
Infrastructure support: In-state travel to training sites, laptop, and/or EMR license.	Up to \$2,475/year for each PMHNP graduate Fellow
Administrative costs: A portion of salary and fringe for Fellowship director, administrator support, PMHNP prescribing Preceptor and non-prescribing preceptor, as applicable	Up to \$66,218 per year
Additional preceptor support for CHCs accepting more than one PMHNP graduate Fellow	Up to \$16,575 per year

Graduate Retention Incentives



Funding Category	Available Funding
<p>Available funding for CHCs to go towards a retention incentive for Graduate Fellows: (new graduates and recently hired PMHNPs (hired between 6/1/23 and 6/30/24)) who become permanent hires of the CHC or who commit to maintaining their employment after their 12-month service commitment ends.</p>	<p>\$10,000/Fellow</p>
<p>Grant incentive to support preceptor development.</p> <ul style="list-style-type: none"> Graduate Fellows (new graduates and recently hired) who complete the 12-month service commitment and become permanent hires of the CHC or maintain their employment. <p>Graduate Fellows will be eligible to receive an incentive to participate in a preceptor training through UMass Chan GSN to prepare them to serve in the role of preceptor for future Fellows.</p>	<p>\$5,500 per graduate Fellow/year for up to 2 years (up to \$11,000 per Graduate Fellow over 2 years)</p>

Grant Award Student Fellows



Funding Category	Available Funding
PMHNP Student Preceptor Support fringe and salary	Up to \$5,525 per academic semester per student
Stipend for students at the beginning of each semester.	Up to \$1,000 per semester per student.
Incentive for students who complete the semester	Up to \$1,500 at the end of semester per student.

Submitting a Proposal

Proposal application have been posted on the the Mass League website

<https://www.massleague.org/Programs/PMHNPFellowshipProgram/PMHNP.php>

The application is a fillable PDF with text boxes for all your responses, there will be character limits for each of the text boxes

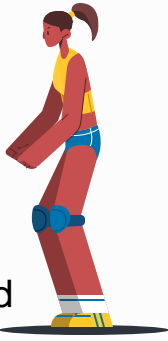
Submitting a Proposal

Please email your completed proposal application as a PDF along with PDFs of all required attachments to

pmhnpfellows@massleague.org

MLCHC staff will send a “receipt of proposal” email if you don’t receive this email please contact eprice@massleague.org directly

Application Screening and Review Process



Application Processing

Applications will be reviewed by a diverse committee that includes representatives from the MLCHC and UMass Chan GSN. All awards are subject to review by EOHHS.

Compliance Screening

Submissions will be screened for completeness, conformity to program requirements, and timeliness of response.

Review Process and Selection Committee

All submissions that are confirmed as complete per program requirements and delivered on time will be reviewed. The MLCHC reserves the right to reject all applications, in whole or in part, if deemed to be in the interest of the MLCHC to do so. This RFP does not commit the MLCHC to award any contracts. Upon submission, all applications become the property of the MLCHC. The MLCHC reserves the right to request additional information from any CHC applicant or partner referenced in the proposal to ensure that the review committee has a complete understanding of the proposed Program and the qualifications of the CHC applicant.

Review Criteria



Review Criteria	Point Value
<p>C.1 Precepting Model</p> <p>Clearly demonstrated capacity to precept all Fellows</p> <p>The proposed strategy to precept the Fellow(s) demonstrates an understanding that the Fellow is an inexperienced clinician and will need time and guidance to achieve full clinical capacity.</p>	25
<p>C.2 Integration into the care model</p> <p>A thoughtful plan outlining how the Fellow will be integrated into the CHC's model of care and work as part of a multidisciplinary team.</p> <p>Ability to ensure adequate care team support (e.g., medical assistants, registered nurses, community health workers, behavioral health clinicians, psychiatrists, or experienced PMHNPs for consult support, and support staff) for Fellows.</p>	25

<p>C.3 Specialty Rotations</p> <p>Clearly identified specialty rotations sites regarding the behavioral health needs of the patient population. <i>CHCs needing assistance with identifying specialty rotations should include their plan to request assistance.</i></p> <p>Goals and/or skills for the Fellow to learn at each specialty rotation are clearly described.</p>	<p>25</p>
<p>D. Staffing plan</p> <p>Qualifications of the proposed Program Director and Clinical Supervisors, Preceptors, and other key staff critical to the success of the Fellowship.</p> <p>Expertise and capabilities of any proposed partners or consultants.</p>	<p>25</p>
<p>E. Budget</p>	<p>After submitting your PMHNP proposal application, you will receive a budget template that has been customized to your request for graduate and student fellows for your approval</p>



CHC Administrative Responsibilities



Needs Assessment

Note: Upon issuance of the contract, a needs assessment will be conducted by UMass Chan GSN and the MLCHC to inform UMass Chan GSN and MLCHC of the CHC's strengths and weaknesses as it relates to implementing a PMHNP Fellowship Program.

Engagement Requirements

Post-award CHCs will:

- work with MLCHC and UMass Chan GSN and provide input into fellow matches, conduct interviews with fellows, and hire and onboard PMHNP fellows. work with students academic institutions same as in other student placements.
- reach out to MLCHC for support with ongoing fellowship infrastructure and if any issues with fellowship implementation arise, as needed.
- participate in all required meetings with MLCHC, and, as needed, with EOHHS

CHC Administrative Responsibilities



Program and Fiscal Monitoring Requirements

- Meet the terms of the award outlined in the contract with MLCHC, and
- Expend grant funds only for allowable activities

Evaluation Requirements

- Completing electronic surveys twice over the funded period.
- Participating in qualitative focus group discussions 1-2 times over the funded period.

Reporting Requirements

- Quarterly Expenditure Report
- Bi-annual and Final Report
- Monitoring Fellow Compliance and Payments

Awards and Contracts

Graduate Fellows: once matches between the CHC and the Fellow(s) have been made, CHCs will interview graduate Fellow(s) and the hiring process will take place, contracts will be signed between CHCs and MLCHC.

Student Fellows: once matches have been made, CHCs will communicate with academic placement coordinators at the student's programs. Interviews with students will depend on the policies of the student's programs. Contracts will be signed between CHCs and MLCHC.

Project Terms and Conditions

Applicants awarded funding will be required to abide by the MLCHC's Standard Contract Terms and Conditions. These Terms and Conditions can be found at the end of the RFP.

All final contracts are subject to the successful negotiation of a definitive statement of work and budget.

The MLCHC reserves the right to consider other criteria in making competitive awards among comparably qualified applicants and make the final determination of awards.

Timeline

Event	Date
Kick off Informational Session	February 28, 2024 12:30 PM
Request for Proposals Released	February 28, 2024
Request for Proposals Informational Webinar	March 5, 2024
Deadline for Submission of Questions related to RFP/CHC application	March 12, 2024
Posting of Answers to Questions. <i>No questions related to RFP/CHC application will be accepted beyond this date</i>	March 18, 2024
Applications Due	April 1, 2024 11:59 PM
Notice of Acceptance (with conditions)	Summer 2024
Fellowship Year Starts	Anticipated Start date July 2024 or upon identification of student or graduate fellow and signing of the contract.

Any questions about what we have covered so far

please email:
pmhnpfellows@massleague.org

Questions related to the RFP/CHC application will be collected until March 12th, 2024, and all answers to these questions will be posted in the FAQ section on the Mass League website by March 18th, 2024

General PMHNP program questions can be sent by email throughout the program duration and answers to these will be posted in the FAQ section on a rolling basis.

[FAQs page](#)

Thank You!

Thank you all for joining us!

We look forward to reviewing your proposals.

Please don't hesitate to contact us if you have any other questions.

