

Psychiatric Mental Health Nurse Practitioner (PMHNP) Fellowship Program

The PMHNP Fellowship is supported by the Commonwealth of Massachusetts from the U.S. Department of the Treasury under Section 9901 of the American Rescue Plan Act of 2021 (“ARPA”), which established the Coronavirus State Fiscal Recovery Fund (“FRF”).

Frequently Asked Questions for CHCs:

If you have questions related to applying as a Fellow (student, graduate including new hires), please visit the [UMass Chan GSN Website](#)

Request for Proposals and Proposal Material Questions

Last updated 3/11/24

All questions that are submitted by Community Health Centers (CHCs) related to the Request for Proposals (RFP) will be found in this section. Any questions related to the RFP must be submitted by March 12, 2024, and answers to these questions will be posted by March 18, 2024.

General PMHNP Fellowship Program Questions

Last updated 3/27/24

Questions related to the PMHNP program can be found in this section. If you have questions that are not answered here, please email pmhnpfellows@massleague.org

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Request for Proposals and Application Material Questions

1. When is the application period?

The Request for Proposals (RFP) will open on 2/27/2024 and will close on 4/1/24 at 11:59 PM.

2. Can Community Health Centers receive help or feedback from the MLCHC regarding their proposals prior to submitting them?

No. All questions related to the RFP may be submitted to pmhnpfellows@massleague.org. Questions can be submitted until 03/12/24, answers to questions related to the RFP and application will be answered by 03/18/2024.

3. What materials are required for submission?

Health centers are required to apply by completing the RFP which is a [fillable PDF](#) located on the MLCHC website. The application includes CHC applicant information, Fellowship slots requested, a narrative response detailing the Fellow's integration into the care team and specialty rotations. A staffing plan and budget narrative are also required for a submission to be complete. Please review the scoring rubric and criteria on pages 12-13 of the [RFP](#).

4. How will CHC proposals be scored?

The scoring rubric and criteria can be found on pages 12-13 of the [RFP](#).

5. If a CHC is applying for two sites of a health center; does the CHC need to complete separate applications for each site?

Yes, separate applications for each site must be completed. Any relevant information may be copied and pasted between the two applications.

6. Will CHCs need to reapply after the first 12-month Fellowship placement?

CHCs that previously applied and received an acceptance notice can submit a letter of intent that states how many new graduate, new hire, and/or student Fellows are requested, the available staffing supports, and a budget.

7. Can the CHC request additional Fellows after the program's first year?

Yes. The CHC can request additional Fellows. Placements will depend on the number of applicants who are determined to be a good match for the CHC, and the number of applications received by UMass Chan GSN.

PMHNP Program Questions

Eligibility

8. Which CHCs are eligible to apply?

To be eligible to apply, a CHC must be located in Massachusetts, operated by an organization that meets the criteria to qualify as a Federal Qualified Health Center (FQHC)¹, a hospital-licensed health center² or FQHC look-alike. CHCs that serve diverse communities, rural communities³, or are in a federally designated Health Professional Shortage Area (HPSA) or a Mental Health Professional Shortage Area⁴ are strongly encouraged to apply. At least one rural CHC will be

¹ <https://www.healthcare.gov/glossary/federally-qualified-health-center-fqhc>

² <https://www.mass.gov/info-details/health-care-facilities-in-massachusetts>

³ <https://www.hrsa.gov/rural-health/about-us/what-is-rural>

⁴ <https://bhw.hrsa.gov/workforce-shortage-areas/shortage-designation>

funded during each program year.

9. Do CHCs need to have an established PMHNP fellowship program to qualify?

No. CHCs do not have to have an established PMHNP fellowship program to apply.

10. How should proposals be submitted?

The application form for CHCs has a checklist at the top listing each piece of information that is requested in the application. Once the CHC has completed each section, please email the application and all requested attachments to pmhnpfellows@mass.eague.org. The due date is April 1, 2024 by 11:59 PM

11. Who is eligible to apply to be a fellow?

Student-level fellows are registered nurses licensed in Massachusetts in good standing, and currently enrolled in a full-time or part-time PMHNP academic program. To participate, students must provide written approval from their school's program director or coordinator. Qualifying PMHNP programs may provide a master's in science (MS) with PMHNP specialization; a Doctor of Nursing (DNP) with PMHNP specialization; or a post-graduate certificate (PGC) with PMHNP specialization for board-certified NPs in a specialty other than psychiatry and mental health (e.g., family nurse practitioners). Student Fellows can be currently employed at a CHC as an RN and enrolled in a PMHNP program.

Graduate-level fellows are registered nurses licensed in Massachusetts in good standing, currently board certified as a PMHNP, and hold an APRN license in Massachusetts OR who are eligible and will soon sit for board certification as a PMHNP and receive an APRN license in Massachusetts once they have passed the PMHNP national certification exam.

A graduate PMHNP Fellow 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. Exceptions to these dates cannot be made.

**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 the RFP (02/27/2024) or are multilingual and/or reflect the population served. All graduate, new hires, and students must fill out an application through the [UMass Chan GSN program](#).*

All Fellows (graduate Fellows, new hire graduate Fellows, and student Fellows) must complete an application [here](#) or by visiting the [UMass Chan GSN website](#)⁵ to be considered for the Fellowship. Acceptance into the Fellowship program is not guaranteed.

12. Can a PMHNP who was employed in a different role prior to the new hire date range of 6/1/23 to 6/30/24 be considered a PMHNP new hire and therefore apply to the fellowship?

Yes, the change in role to a PMHNP between 6/1/23 and 6/30/24 may be considered under the new hire recent graduate category listed in question 11 above.

13. Can a Fellow participate in the Fellowship if they are also receiving funding from a loan repayment program?

Yes, participation in a loan repayment program or tuition reimbursement program does not disqualify a Fellow from participating in the PMHNP Fellowship program. Fellows may not participate in more than one federally funded PMHNP fellowship grant or scholarship program concurrently with this Fellowship.

⁵ <https://www.umassmed.edu/gsn/residences-and-fellowships/psych-mhnp/>

Fellowship Structure

14. Are CHCs required to host both graduate and student Fellows? Is there a maximum number of Fellows each CHC can host?

No. There is no requirement that health centers host both student and graduate Fellows. There is no maximum number of Fellows a health center may request. Requesting more than one Fellow placement does not guarantee that the health center will receive more than one Fellow. Fellowship placements are based on the CHCs ability to host multiple Fellows and the number of Fellows admitted to the program. The number of Fellows matched to a CHC may vary across health centers.

CHCs should clearly demonstrate their capacity to provide a non-prescribing **preceptor for all Fellows, a prescribing preceptor to graduate level Fellows**, and infrastructure to support the number of Fellows requested.

Please see page 5 in the RFP for licensure requirements of clinical support staff for the Fellow.

15. What are the non-prescribing and prescribing Preceptor requirements for the CHCs?

In order to participate in this program, **CHCs must have the capacity to provide an on-site non-prescribing Preceptor for all Fellows**. Non-prescribing Preceptors must be licensed mental health providers (e.g., PMHNP, psychiatrist, psychologist, LICSW, LMHC, etc.). Requirements for preceptors of PMHNP students will be based on the school's academic requirements however most PMHNP programs require a student's preceptor be a PMHNP or psychiatrist.

CHCs should have the capacity to provide prescribing preceptors for the **clinical supervision of prescriptive practice to graduate level Fellows**. Remote precepting may be utilized for monitoring graduate Fellow's prescriptive practice when an on-site independently prescribing clinician is not available to serve as the prescribing preceptor. Please review page 5, CHC Preceptor Description in the RFP for more information.

16. Will a CHC be allowed to change the assigned preceptor after the Fellow begins working?

The CHC commits to providing a preceptor; the grant allows for changes in staffing. In the event the preceptor supports a PMHNP student then the student's academic system will need to be notified of the credentials of the new preceptor. Please be aware that some PMHNP programs might have requirements for the license the student preceptor holds.

17. What support will the MLCHC provide CHCs during the Fellowship?

The MLCHC will oversee the program and ensure smooth implementation across organizational partners and throughout all stages of the Fellowship.

18. Will CHCs be able to interview the fellowship candidates? If so, what does the interview and matching process look like?

Yes, after the MLCHC and UMass Chan GSN recommend a match. The CHC will have the opportunity to interview the Fellow(s) to ensure they are an appropriate fit. If a match is appropriate, the CHC will conduct the hiring and onboarding processes. **CHCs are expected to onboard the Fellow(s) prior to completion of insurance credentialing process.**

- 19. What is the application process for Fellows?**

Fellows will access the application through the [UMass Chan GSN website](#). Student and graduate (including newly hired PMHNPs) must submit an application through UMass Chan GSN.

Please review the Fellow selection priorities on page 7 of the RFP for more information.

- 20. What is the matching process for Fellows?**

Fellow applicants include their preferred regions for employment, academic experience,

licensure status, and demographics in their initial application. UMass Chan GSN and MLCHC will recommend Fellow matches for each CHC based on the Fellow's regional preference, their level of commitment to the treatment setting, and how closely they align to the population served.

21. What are the patient panel expectations for the PMHNP Fellows?

CHCs must demonstrate their ability to ensure adequate patient panels for Fellows in terms of size, diversity, and clinical complexity. CHCs should also plan to increase graduate Fellow's caseloads over the 12-month Fellowship. CHCs are expected to follow their own protocol for determining patient panels for Fellows.

22. Is preference given to FNP Residency-funded CHCs?

No, CHCs will be selected for funding based on their demonstrated capacity to provide the Fellowship. This may include experience with implementing other post-graduate training programs. Having previous experience with hosting FNP Residency programs does not guarantee funding. Please review the scoring rubric provided in the Request for Proposals document.

Service Commitment

23. What is the service commitment for Fellows?

Graduate Fellows are required to complete a 12-month service obligation. Student Fellows are expected to complete a semester-long placement. Please see question 10 in the FAQs and page 5, CHC Preceptor Description in the RFP for more information.

24. Can CHCs hire a Fellow once their service commitment is complete?

Yes, CHCs are encouraged to hire Fellows and may be eligible for additional funding and incentives to encourage Fellows to become permanent hires upon completion of their 12-month Fellowship. PMHNPs who were hired between 6/1/23 and 6/30/24 may be eligible for retention incentives to maintain their employment upon completion of their 12-month Fellowship. Please review Table 3, Graduate Retention Incentives in the RFP for more information.

25. Can students continue their placement after their first semester is complete?

Yes, students may continue their placement with the CHC for additional semesters provided the student meets continued approval as needed from their educational institution, UMass Chan GSN, and the CHC. Students will be eligible for an additional stipend if they continue their placement at the CHC for an additional semester. Please review Table 2, PMHNP Student Support in the RFP for more information.

26. How does a student Fellow become a graduate Fellow?

After completing a student Fellowship at the CHC, upon graduation from their academic program they can apply for the graduate Fellowship.

Award Notifications

27. When will CHCs be notified if they receive the award?

Summer 2024

28. When does the fellowship begin?

The Fellowship will begin after the CHC executes their contract with the League and the Fellow completes all required onboarding materials with the CHC. **Fellows should be allowed to begin their Fellowship as soon as they are certified regardless of credentialing status with the CHC.**