ASSOCIATED HEALTH EDUCATION:
OAA WEBSITE OVERVIEW

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YOU WILL LEARN TO ACCESS:

• **OAA Intranet Site Available Resources**
  - Affiliation Agreements
  - Handbooks
  - Frequently Asked Questions
  - Mandatory Training

• **OAA Support Center Associated Health Reports**
  - Facility Allocation Plan
  - National Psychology Internship Affiliation Agreements
  - Standards of Excellence
  - Stipend Rates

• **OAA Support Center Associated Health Databases**
  - Trainee Support for Associated Health and Nursing Professions (and SoE Uploads)
  - AH and Nursing Field Filled Positions
OAA Intranet Site Available Resources
“Associated Health Education (AHE)” includes all clinical health professions with the exception of Medicine, Dentistry, and Nursing

- Other OAA sections: Graduate Medical/Dental Education, Nursing Education, and Advanced Fellowships
- Over 40 Associated Health professions train in VA
  - 127,000 rotate through VA annually
  - 27,000 AHE trainees
  - ~85% without compensation (WOC)
- 17 funded disciplines ($126 million)
  - AY 16 = 4,681 stipends
  - AY 17 = 4,796 stipends
  - AY18 = 4,910 stipends
### AHE FUNDED TRAINING POSITIONS

<table>
<thead>
<tr>
<th>Audiology</th>
<th>Blind Rehabilitation</th>
<th>Chiropractic Care</th>
<th>Clinical Pastoral Education</th>
<th>Dietetics</th>
</tr>
</thead>
<tbody>
<tr>
<td>Licensed Professional Mental Health Counselors</td>
<td>Marriage and Family Therapists</td>
<td>Occupational Therapy</td>
<td>Optometry</td>
<td>Pharmacy</td>
</tr>
<tr>
<td>Physical Therapy</td>
<td>Physician Assistants</td>
<td>Podiatry</td>
<td>Prosthetics/Orthotics</td>
<td>Psychology</td>
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<tr>
<td>Social Work</td>
<td>Speech Pathology</td>
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</tbody>
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OAA INTRANET WEBSITE

• OAA Intranet Link: http://vaww.va.gov/oaa/

• Quick Website Links

https://vaww.portal2.va.gov/sites/oaa/public/Lists/Associated%20Health%20Links/AllItems.aspx

  o Affiliation Agreements
  o Handbooks
  o FAQs
  o Mandatory Training
  o Support Center
ASSOCIATED HEALTH AFFILIATION AGREEMENTS

ASSOCIATED HEALTH AFFILIATION AGREEMENT TEMPLATES

http://www.va.gov/oaa/agreements.asp

- Legal agreements approved by OGC
- Updated in 2015 with ten year expiration
- PLAs no longer required
- Between VA and an Educational Program Form 10-0094G
- Between VA and non-VA Healthcare Facility or Agency Form 10-0094H
- National Psychology Internship Affiliation Agreement Form 10-0094J
HANDBOOKS TO REFERENCE

http://www.va.gov/oaa/handbooks.asp

- Handbooks and other directives may need to be referenced

- Select “Policy” at left on homepage

- Select “Handbooks” or “Directives” on left
  - Supervision of Associated Health Trainees – 1400.04
  - Education of Associated Health Professions – 1400.08
  - Office of Academic Affiliations Directive - 1400
FAQs topics include:
- Accreditation
- Affiliation Agreements
- Allocations
- Stipends
- Supervision Guidelines

Other FAQ Categories include:
- Appointment of Trainees
- Benefits
- Citizenship
MTT is the **ONLY** required training for paid and WOC trainees

http://www.va.gov/oaa/mandatory.asp

- Trainees should only take the MTT – all requirements covered
- Trainees are not employees
- “Just Say No to NEO” Trainees NEVER should participate in new employee orientation activities
- CPRS training and pocket cards available for trainees
ALLOCATIONS PROCESS: ASSOCIATED HEALTH ALLOCATIONS CALENDAR

- June – July
  - National program office completes updates to discipline-specific Standards of Excellence (SoE) forms

- September – October
  - Discipline-specific SoEs completed by training directors and uploaded by Designated Education Officer (DEO) - reviewed by national program office
  - DEO submits position requests to OAA from all disciplines - reviewed by OAA and national program office

- November – December
  - National program office recommends distribution of stipends to OAA

- January
  - OAA approves allocations submitted by national program office
  - OAA releases notification of approved allocations to the field
  - Unused stipends should be reported to OAA and BRS for reallocation

- Ongoing
  - DEOs use “Field Filled Database” to notify OAA of unfilled stipends
OAA Support Center AHE Reports
COMMON REPORTS

- OAA Support Center Link: http://vaww.oaa.med.va.gov/
- General Reports do not require log-in
  - Facility-Locality-Based Per Annum Stipend Rates
  - Allocation Plan For Associated Health Trainees (By Discipline)
  - AHE Standards of Excellence
  - AHE Psychology Internship Affiliation List
COMMON REPORTS

ACCESSING GENERAL REPORTS

- Selecting <Reports> on the top and additional reports may be located

- Select <Associated Health> for most reports

- Select <AHE Standards of Excellence> to access forms for disciplines receiving stipends
STIPEND RATES

Facility-Locality Based Per Annum Stipend Rates

http://vaww.oaa.med.va.gov/DBReports/LocBasedStipends.aspx

- Report defaults to <Albany> - Select facility name and academic year at top of report

- Geographical adjusted stipend (benefits and FICA costs not included)

- Listed by discipline and educational level

- Based on a full-time appointment (2080 hours)

- Calculate stipend using hourly rate for part-time trainees
Allocation Plan for Associated Health Trainees


- Two reports available
  - By program type (funding group)
  - By discipline

- Select facility and academic year and then PRESS VIEW REPORT at the far right

- Positions classified by discipline and level for EACH special initiative (e.g. Mental Health, Palliative Care)

- Reflects # of trainees, hours, FTEE (for HR purposes only), benefits

- Report may be exported to Word, Excel, PDF formats
AHE Standards of Excellence


• Discipline-specific SoEs developed by national program offices (some opt out)

• Funded Associated Health professions and Nursing SoE forms available

• Uploaded by DEO after completed by discipline’s training director
In OAA, the only national affiliation agreement is for psychology internships (all other agreements are local).

This one agreement with an accredited doctoral program applies to all VAMCs.

Agreement covers only psychology internship affiliations (not externship/practicum).

Psychology Training Director must verify the affiliate’s program type (clinical, counseling, combined) and degree (Ph.D., Psy.D.) for incoming interns.

OAA is working to establish agreements with all APA, CPA, and PCSAS-accredited doctoral programs (not school psychology).
OAA Support Center AHE Databases
AHE Database Overview

http://vaww.oaa.med.va.gov/databases.aspx

- DEO and/or support staff must register and log-in for database access
- Open databases will appear at top of list
- Select <enter> to view database
- Become familiar with AHE databases
  - Trainee Support in AH and Nursing Professions (and SoE Uploads)
  - AH and Nursing Field Filled Positions
AHE ALLOCATION REQUESTS

Trainee Support in AH and Nursing Professions (and SoE Uploads)

Reviewed by OAA & National Program Offices

• Group by program (funding source) or discipline
• Positions default to base allocations from previous academic year
• Select <edit> pencil to adjust requested positions
• Green check appears when row has been viewed/edited
• Select <Confirm Complete> when all position requests and SoE uploads have been entered
• When confirmation screen appears select <mark complete now>
AHE SoE Uploads

- Must select <SoE Uploads> on the top navigation bar
- DEO must upload SoE for ALL disciplines requesting paid positions (with the exception of any opting out)
- National program offices review forms and recommend the distribution of stipends based on discipline-specific criteria
- Each form should be uploaded individually
TANDARDS OF EXCELLENCE UPLOADS:
CONFIRMATION OF UPLOAD

Completion of Database
AH Standards of Excellence Upload Completed Forms 2014
for
Columbia VAMC (SC)

☐ Check if you have NO DATA to Enter (negative report)

Mark Completed Now  Return to Previous

I have reviewed and updated the data for database
AH Standards of Excellence Upload Completed Forms 2014
and it is complete as of today,
8/18/2014.

Please Rate this Database. 6 Stars being the Best.

Interface Ease of Use

Interface Understandability

Overall User Experience
AH and Nursing Field Filled Positions

Database will launch in February 2017

• New database to automate notification to OAA for unused stipends (select drop-down for AY)

• DEO must collaborate with each discipline’s Director of Training to verify fill rate for current and upcoming AY

• Allows OAA to monitor scarce resources and ensure unfilled positions are reallocated

• Group by program (funding source) or discipline

• Positions default to approved allocations for selected AY

• Select <edit> to adjust filled positions, enter comments, and <update> when complete
Contact Information:
Office of Academic Affiliations (10A2D)
Associated Health Education
810 Vermont Avenue
Washington, DC 20420
202-461-9490
Assoc.Health@va.gov