

CONTENTS

CHAPTER 2. ASSOCIATED HEALTH PROFESSIONS

PARAGRAPH
PAGE

2.01
Purpose 2-1
2.02
Authority..... 2-1
2.03
Relationships with Academic Institutions 2-1
2.04
Definitions..... 2-1
2.05
Goals..... 2-1
2.06
Objectives..... 2-2
2.07
Requirements for the Conduct of Educational Programs 2-2
2.08
Policies Governing Approval of Centralized and Decentralized
Programs 2-5
2.09
Guidelines for Preparation of Centralized Programs 2-6
2.10
Guidelines for Preparation of Decentralized Programs 2-7
2.11
Evaluation 2-8
2.12
Policies Regarding Direct Student Support 2-9
2.13
Appointments and Compensation 2-10
2.14
Benefits 2-11
2.15
Employment in VA on Completion of Training 2-12
2.16
VA Facility Associated Health Professions Student
Review Committee 2-12
2.17
Medical-Legal Responsibilities of Students 2-13
2.18
Audiology and Speech Pathology 2-13
2.19
Biomedical Instrumentation and Machine Operation 2-14
2.20
Chaplaincy 2-15
2.21
Community Health Education 2-15
2.22
Dental Auxiliaries 2-15
2.23
Dietetics 2-16
2.24
Gerontology 2-16
2.25

Library Science	2-16
2.26	
Medical and Clinical Laboratory	2-18
2.27	
Medical Media	2-18
2.28	
Medical Records	2-18
2.29	
Nuclear Medicine	2-19
2.30	
Nursing	2-19
2.31	
Nursing Auxiliaries	2-20
2.32	
Optometry	2-20
2.33	
Orthotics and Prosthetics	2-21
2.34	
Pharmacy	2-21
2.35	
Physician Assistant	2-23
2.36	
Podiatry	2-23
2.37	
Psychology	2-24
2.38	
Radiology	2-28
2.39	
Recreation	2-28
2.40	
Rehabilitation	2-29
2.41	
Rehabilitation Counseling	2-30
2.42	
Social Work	2-30
2.43	
Sonography	2-31
2.44	
Surgical Auxiliaries	2-31
2.45	
Veterinary Auxiliaries	2-32

CONTENTS--Continued
APPENDIXES ASSOCIATED HEALTH PROFESSIONS--Continued

PARAGRAPH	PAGE		
2.46		Special Programs	2-32
	a.	Blind Rehabilitation Specialist Program.....	2-32
	b.	Clinical Nurse Specialist Program.....	2-32
	c.	Geriatric Expansion Program.....	2-33
	d.	Gerontologic Nurse Fellowship Program.....	2-34
	e.	GRECC's (Geriatric Research, Education and Clinical Centers) Expansion Program	2-34
	f.	HSR&D (Health Services Research and Development) Program.....	2-35
	g.	ITTG (Interdisciplinary Team Training in Geriatrics) Program..	2-36
	h.	Maxillofacial Prosthetics Technician (Nondegree).....	2-36
	i.	Nursing Administration Practicum Program.....	2-37
	j.	Summer Traineeships	2-37
2.47		Funding for Associated Health Professions	2-38

APPENDIXES

2A		Associated Health Professions Affiliated Education Programs Decentralized Listing	2A-1
2B		Centralized Associated Health Professions Affiliated Education Programs,	2B-1
		Category A--WOC Disciplines/Educational Levels Without National Accrediting Bodies.....	2B-1
		Category B--Funded Disciplines Educational Levels.....	2B-3
		Category C--Special Funded Programs.....	2B-4
		Category D--Special Policy Exceptions.....	2B-5

CHAPTER 2. ASSOCIATED HEALTH PROFESSIONS

2.01 PURPOSE

The purpose of this chapter is to promulgate policies and procedures for the establishment and maintenance of clinical education activities affiliated with undergraduate and graduate educational programs for trainees in associated health care professions

2.02 AUTHORITY

The authority for the conduct of associated health training programs is contained in 38 U.S.C. ch. 73. (See M-8, pt. I, ch. 1.)

2.03 RELATIONSHIPS WITH ACADEMIC INSTITUTIONS

The policies applicable to the establishment and maintenance of relationships with academic institutions and related agencies are contained in M-8, part I, chapter 2.

2.04 DEFINITIONS

a. **Associated Health Professions.** Affiliated nationally recognized health care professions with entry level training at the post secondary level, other than medicine and dentistry.

b. **Clinical Education.** The portion of education or training that takes place at the site of clinical care rather than at the college. For purposes of this chapter, clinical education does not include activities which are: shorter than 40 hours per year; only observational with no patient contact; for laboratory research purposes only; and on-the-job training only. (Students who meet these latter qualifications may be appointed by the facility Director on a WOC (without compensation) basis, as explained in VHS&RA Supplement, MP-5, pt. II, ch. 2.). Persons involved in research must meet all requirements of the local Research and Development Committee and of the ACMD for Research and Development.

c. **Undergraduate and Graduate Educational Programs.** Educational activities which take place following secondary education for which a recognized degree or certificate is awarded.

d. **Students.** Persons enrolled in undergraduate, graduate and post-graduate educational programs who participate in clinical education activities at the VA health care facility for more than 40 hours per year (or less, if involved in direct patient care), and who may be appointed on either a paid or WOC basis.

e. **Affiliated.** Linked by a formal Memorandum of Affiliation (See M-8, pt. I, ch. 2). Affiliations shall exist only with accredited institutions of post-secondary education. For purposes of this chapter, use of the noun "institution" should be accepted in its broadest sense to mean any school, regardless of the level of certificate or degree awarded.

2.05 GOALS

The goals for education and training in the associated health professions in the VA are as follows:

- a. Attract and retain health care personnel qualified to provide quality health care for veterans.
- b. Enhance the professional development of VA personnel as a result of the student-teacher relationship.
- c. Utilize VHS&RA professional resources and clinical facilities to assist in providing an adequate supply of health care personnel for VA and the Nation.

2.06 OBJECTIVES

In order to meet the goals for affiliated education, the Office of Academic Affairs' objectives are as follows:

a. Provide guidance to VA health care facilities for establishing affiliated education programs. This includes decentralized and centralized programs, accreditation and regulatory requirements, educational principles, and specific professional standards.

b. Review proposals for centralized affiliated educational programs submitted by VA health care facilities to assure that the proposed programs meet all standards and requirements. Review of educational proposals will be limited to:

(1) All funded discipline programs;

(2) All discipline programs without nationally recognized accrediting bodies;

(3) Special Funded programs; and

(4) Special Policy Exceptions, i.e., physical therapy, occupational therapy and baccalaureate social work.

See appendix 2A and 2B for a comprehensive listing of associated health disciplines relating to subparagraphs (1), (2), (3), and (4).

c. Explore all possible approaches in the existing health care professions before approving programs for new categories of students.

d. Collaborate with other agencies, public and private, to devise and promote standards of quality and effectiveness in affiliated education programs.

2.07 REQUIREMENTS FOR THE CONDUCT OF EDUCATIONAL PROGRAMS

a. The VA health care facility will provide adequate support for educational programs as follows:

(1) Analyzing the affiliating institution's educational programs, curricular goals, and clinical education objectives prior to establishing an affiliation to assure that they appropriately relate to the goals of the VA health care facility. If an affiliation is established, a written statement of its goals for the clinical education program shall be prepared by the VA health care facility.

(2) Obtaining and reviewing accreditation credentials and approval standards for education in each relevant health care progression to determine requirements for clinical education.

(3) Reviewing established clinical education programs in all associated health professions on a periodic and regular basis (but no less than 5 years) to assure continued relevance to the VA health care facility's goals.

(4) Assuring that the clinical and academic faculty involved in clinical educational programs at the VA health care facility are competent in both patient care and clinical teaching. Responsibility for general oversight of clinical education in the VA health care facility resides with the Associate Chief of Staff for Education or the Allied Health Coordinator. If neither position exists, the responsibility falls to the Chief of Staff. The chief of each appropriate service or section is responsible for all professional and administrative aspects of that discipline's training program(s). Clinical educators with direct supervisory responsibilities may either be VA staff members or faculty from the affiliated institution and must:

(a) Be graduates of educational programs which are accredited by nationally recognized accrediting agencies in the appropriate disciplines, where such accreditation exists;

(b) Meet licensure/certification requirements;

(c) Have a minimum of 1-year's clinical experience in the area to be supervised;

(d) Demonstrate interest in and show ability to teach through prior education and/or experience;

(e) Maintain knowledge and skills in clinical practice through continued education, specialty certification, and/or participation in special projects or research; and

(f) Demonstrate effective interpersonal skills as evidenced in supervisory evaluations, references, or reports from previous students. Those clinical educators who have intermittent contact with students should meet criteria (4)(a) through (f). In some training programs, it is required that an instructor from the affiliating institution be provided in accordance with a recommended student/teacher ratio. (See individual discipline criteria (beginning with par. 2.18) for this information.)

(5) A consultant may be utilized to assist the training program(s). The consultants should have a high degree of expertise in their specialty. Consultants are frequently appointed in a specialty area that is not represented in the medical center staff. Consultants are appointed on either a paid or WOC basis by the focal VA facility, upon the request and recommendation of the chief of the requesting service. Whenever feasible, reciprocal arrangements should be made between consultants appointed from a cooperating institution and VA staff appointments to that institution for a coordinated training program.

(6) Providing comprehensive learning resources necessary for clinical education which include the following:

(a) Appropriate numbers and types of patients for the learning objectives of the affiliates.

(b) Adequate numbers and types of personnel at the facility to support the proposed and ongoing affiliations.

(c) Opportunities for personnel and students to participate in in-service education and interdisciplinary conferences on a regular basis.

(d) Access to educational materials and media available from the facility, district, and region.

(e) Adequate space for patient care service, student-supervisor interaction, and individual study.

(f) Adequate equipment and supplies to meet service and educational goals.

(g) Opportunities for students to participate in all relevant aspects of delivery of care at the facility and in special projects, including research, as they occur.

(7) Assuring that an appropriate system for planning, implementing, and evaluating clinical education programs is in place at the VA health care facility. This system shall include the following:

(a) Written, measurable outcome objectives for the educational program.

(b) A written, organized plan for the educational activities in which students will engage at the VA health care facility. The plan will include identification of activities which will include time sequence, and relationships to the desired outcomes for each.

(c) Evaluation of the affiliate's clinical supervisor (when one is utilized), the VA health care facility clinical supervisor(s), and the clinical education program by the student; and evaluation of the student, the clinical supervisor(s), the institution's curriculum, and the clinical education program by the VA health care facility. These evaluations shall be of two types: evaluation during the course of the program designed to improve the educational activity for both the student and the supervisor (formative); and evaluation at the conclusion of the program designed to assess the success of the student and the program in meeting the predefined objectives (summative).

b. The affiliating institution will support the clinical educational program as follows:

(1) Compiling the information necessary for the VA health care facility to review for appropriateness of the program as specified in paragraph a(1).

(2) Developing a mechanism to involve VA health care facility clinical educators in the curriculum development process. When possible these persons should receive appropriate academic faculty appointments.

(3) Providing, where necessary, clinical instructors on a WOC basis to supplement the VA facility staff.

(4) Designating, where appropriate, a senior college official (e.g., Dean, School of Allied Health) to serve on the Deans Committee or Medical Advisory Committee at the VA facility (see M-8, pt. I, ch. 3, par. 3.02).

(5) Providing opportunities for the clinical staff to improve teaching, clinical, and research skills without cost whenever possible.

(6) Arranging for the clinical staff to have access to any relevant educational materials, activities, or programs.

2.08

POLICIES GOVERNING APPROVAL OF CENTRALIZED AND DECENTRALIZED PROGRAMS

M-8, part I, chapter 1, requires that all academic institutions seeking to affiliate with VA facilities for an associated health education program have, or be actively seeking approval for, national accreditation by an accrediting body (where such bodies exist) officially recognized by the U. S. Department of Education for those programs. The Office of Academic Affairs recognizes these national accrediting bodies as legitimate quality assurance mechanisms that foster high standards of excellence in associated health professions. It is for this reason that all associated health education programs have been divided into two categories: centralized and decentralized.

a. Hospital Education Committee. Facilities should utilize their Hospital Education Committee to provide oversight and coordination of affiliated programs for associated health. If a Hospital Education Committee has not been established, an existing committee may, with approval of the ACMD for Academic Affairs, serve in this capacity (see M-8, pt. I, ch. 3, par. 3.05). The committee is to advise the facility Director regarding the development, conduct, and evaluation of these affiliations, and specifically recommending to the facility Director whether or not the VA facility should initiate or continue an affiliation.

b. Definition of a Decentralized Program. A decentralized program is defined as one having a nationally recognized accrediting body identified by the U.S. Department of Education and whose students receive clinical training at the VA health care facility on a WOC basis (see app. 2A). The review and approval of these programs is delegated to the VA facility Director.

c. Definition of a Centralized Program. A centralized program is defined as any associated health program that is:

(1) WOC and has no nationally recognized accrediting body, or has an educational level(s) within a specific discipline that is not accredited by that discipline's accrediting body (see app. 2B, category A).

(2) Provided student funding support by the Office Of Academic Affairs (see app. 2B, category B).

(3) An Office of Academic Affairs special funded program (see app. 2B, category C).

(4) Considered a special policy exception program (see app. 2B, category D). Although Occupational Therapy (Baccalaureate/Masters), Physical Therapy

(Baccalaureate/Masters), Physical Therapy Assistant (Certificate/Associate Degree), and Social Worker (Baccalaureate) meet criteria outlined in paragraph 2.08b, these discipline programs must be forwarded for review and approval by the ACMD for Academic Affairs for the following reasons.

(a) OT (Occupational Therapy). The American Occupational Therapy Association is changing clinical education requirements. All occupational therapy clinical training sites must guarantee several new specialized areas in order to provide clinical training.

(b) PT (Physical Therapy). The American Physical Therapy Association is in the process of changing clinical education requirements, and this changing climate is expected to continue through 1990. Some universities have already changed to a masters entry level program. Therefore, it is important that these programs be closely monitored.

(c) Staff. Many VA facilities are experiencing OT and PT staff shortages due to recruitment difficulties. There is concern that, without careful monitoring, staffing imbalances may foster use of students as substitute staff, or additional duties assigned existing staff might result in poorly supervised training experiences.

(d) Social Work. It has been the policy of the Office of Academic Affairs (143C) that any new undergraduate affiliations in social work would not be approved without appropriate justification. Previously approved affiliations were either phased-out or appropriate justification was submitted by the VA facility to continue to be submitted for review and approval.

d. Occasionally a VA facility may wish to request an affiliation for a clinical training program not appearing on the listings in appendixes 2A and 2B. Because associated health training programs focus on producing individuals who meet VA qualification standards for employment, the VA facility must furnish a written justification that proves the discipline meets these VA qualifications.

e. Because of the nature of clinical education and service, it is anticipated that sufficient changes will occur to justify periodic review by the VA facility of all approved affiliated programs (centralized or decentralized). Therefore, all programs should be reviewed by the VA facility every 5 years.

f. The Office of Academic Affairs maintains a staff of education specialists who are available as a resource to field personnel regarding affiliated programs. Questions regarding centralized and decentralized affiliated programs may be directed to the Office of Academic Affairs (143C).

g. Additions or deletions to programs in appendixes 2A and 2B will be made by the Office of Academic Affairs as necessary.

2.09 GUIDELINES FOR PREPARATION OF CENTRALIZED PROGRAMS

Centralized programs are those programs listed in appendix 2B. The policies governing these programs are outlined in paragraph 2.08. Each VA health care facility is required to submit an educational proposal containing program information as specified in this section. This information will be compiled and forwarded through appropriate channels to the ACMD for Academic Affairs (141C) for review and approval prior to entering into the affiliation.

a. Proposal(s) for centralized programs will be prepared in duplicate; one copy will be forwarded for review and one copy will be retained at the VA facility. The packet will contain the following:

(1) A transmittal letter signed by the facility Director indicating that a "properly executed Memorandum of Affiliation" (see app. 2B, agreement) is on file at the VA facility. The letter should identify the affiliating institution, the specific discipline and level, e.g., University of Utah for a doctoral level (discipline) program, and the date the

affiliation was approved by the VA facility Director. In most instances, this transmittal letter will be accompanied by the education proposal for that program. It is not necessary to submit a copy of the Memorandum of Affiliation with the proposal.

(2) A completed VA Form 10-0105a, Clinical Education Profile.

(3) A completed VA Form 10-0105b, Clinical Instructor Profile, for instructor(s) responsible for the VA portion of the curriculum. This form should be used for a VA instructor or, if applicable, the instructor from the affiliating institution, or both.

(4) A list of the learning objectives for the overall program as prepared by the affiliating institution.

(5) A catalog from the affiliating institution. It is acceptable to use the original or xerox copies of pages from the catalog showing component courses and course descriptions in lieu of the catalog.

(6) An outline of the portion of the curriculum that will be presented in the VA facility. This must include:

(a) A list of the learning objectives;

(b) A description of the types of clinical experiences designed to provide the students with the opportunity to achieve these objectives, and

(c) An evaluation plan as outlined in paragraph 2.11.

NOTE: *Program materials should not exceed 12 pages, exclusive of subparagraph a(2), (3), and (5).*

b. Any VA health care facility requesting approval for clinical education programs involving those listed in appendix 2B, category A, must provide, in addition to all materials listed in subparagraph a, evidence that the proposed clinical education program fulfills a unique and important need for the VA facility. This evidence shall include the following:

(1) Information demonstrating that the discipline fulfills a unique need for the veteran patient, utilizes specific assessment techniques that determines the veteran's need for services, and utilizes specific treatment modalities or a new technology that are not or could not be provided by another established occupation.

(2) Information demonstrating that staff members of the discipline have the specific or special competencies necessary to provide these services, and that these competencies are not held by another established occupation.

(3) Information demonstrating that the occupation is recognized and utilized in other health care settings outside of the VA and that graduates of the proposed program will have opportunities for career mobility both within and outside the VA system.

2.10 GUIDELINES FOR PREPARATION OF DECENTRALIZED PROGRAMS

Decentralized programs are those programs listed in appendix 2A. The policies governing these programs are outlined in paragraph 2.08. Each VA health care facility is

required to prepare an educational proposal as specified in this section. This information will be compiled and forwarded through the appropriate channels to the Hospital Education Committee and on to the facility Director for approval. The approved program materials must be kept on file at the VA facility for reference and inspection by site visitors, and reviewed every 5 years (see par. 2.08e).

a. Program information packets for decentralized programs shall contain the following:

(1) A completed VA Form 10-0105a, Clinical Education Profile.

(2) A completed VA Form 10-0105b, Clinical Instructor Profile, for the instructor(s) responsible for the VA portion of the curriculum. This form should be used for a VA instructor or, if applicable, the instructor from the affiliating institution, or both.

(3) An outline of the portion of the curriculum that will be presented in the VA facility. This must include:

(a) A list of the learning objectives;

(b) A description of the types of clinical experiences designed to provide the students with the opportunity to achieve these objectives; and

(c) An evaluation plan as outlined in paragraph 2.11.

b. The affiliation and program may be approved on a provisional basis if the school provides a letter stating they are in the process of applying for accreditation. Provisional approval should only be granted for the specific period of time required for full accreditation, and must be monitored closely.

2.11 EVALUATION

a. Education and training programs in all health care professions will be evaluated on a continuing basis. For the VA portion of the clinical instructional program, an evaluation plan will be designed to determine each of the following items:

(1) Appropriateness of learning objectives for meeting performance requirements in the profession or occupation.

(2) Appropriateness of the criteria for measuring the student's performance in the clinical setting.

(3) Extent to which students and graduates actually achieved the learning objectives in the VA.

(4) Appropriateness of the resources available for use in the VA portion of the curriculum.

(5) Recommendations for improvement of the VA portion of the clinical instructional program.

b. In all affiliated programs, the design of the evaluation plan will be a joint effort of the VA facility and the sponsoring academic institution. A copy of the evaluation plan will be submitted to the ACMD For Academic Affairs (143C) for all centralized programs.

c. The VA facility is responsible for assuring the evaluation is completed for each student. Results will be reviewed with the objective of revising and improving the VA portion of the training programs as may be indicated. The evaluations and a summary of the changes made in the training program will be maintained at the VA facility for review upon request by Central Office staff and other appropriate individuals.

2.12 POLICIES REGARDING DIRECT STUDENT SUPPORT

a. The Office of Academic Affairs (143C) serves as the authorizing office for approval of paid appointments for all affiliated health students under its purview and funds for student support are allocated through the Office of Academic Affairs (143C).

b. The policies that govern the allocation process for compensation of students in associated health professions are as follows:

(1) Education and training funds will be provided only for those students where clinical experience is needed to fulfill education requirements for basic occupational preparation and to meet qualifications for VA employment.

(2) Direct student support for graduate level education will be provided for in the latter part of the training program prior to completion of eligibility for entry level employment into VA.

(3) Student support is not provided for those associated health programs which require baccalaureate level or below baccalaureate level training for entry level into the occupation. Exception: Occupational therapy students who are selected for ITTG (Interdisciplinary Team Training in Geriatrics) at VA facilities which are designated as model ITTG sites (see par. 2.46g).

(4) Direct student support will be reduced for those associated health professions where there is a national shortage of clinical placement sites. Preference will be given to provision of direct student support to those students who are unable to obtain their clinical experience within commuting distance of school or home and/or to those VA facilities that have been designated as VA special project sites in priority areas such as geriatrics, substance abuse, or spinal cord injury.

(5) Where external accrediting bodies exist, only students in those training programs that are accredited or in the process of being accredited will be considered for support.

(6) Funds allocated for associated health students by the Office of Academic Affairs (143C) will not be provided to post-Ph.D., post-D.D.S., or post-M.D. candidates. (Exceptions are optometry, podiatry, pharmacy residents, and psychology respecialization candidates.)

(7) Students who receive support are required to participate in block-type clinical education placements. That is, placements should be of at least 8

consecutive weeks in duration, for not less than 20 hours a week unless otherwise specified, e.g., clinical nurse specialist students, nursing administration practicum students (see par. 2.46b and i).

(8) An associated health student may not receive a second paid appointment in the same funded discipline once the student has completed the first paid clinical training experience. An exception is a psychology summer practicum student who may be selected in the future at another VA facility for an internship.

(9) Funding provided by the Office of Academic Affairs (143C) to support one student for a clinical experience may not be split between two students.

(10) A circular is published annually by the Office of Academic Affairs (143C) inviting student funding requests for those associated health professions which are eligible for support during a fiscal year (RCS 10-0143). Any changes to the above policies, along with a list of support-eligible professions, will be previewed in this circular.

(11) Students who are not paid must be placed on WOC appointments.

2.13 APPOINTMENTS AND COMPENSATION

a. Compensated and WOC appointments of associated health students will be made under authority of 38 U. S.C. 4114(a)(1)(A) (except as indicated in subpar. b) in accordance with the applicable program provisions in this manual and VHS&RA Supplement, MP-5, part II, chapter 2. WOC appointments of instructors will also be made in accordance with these provisions. Students from selected categories of affiliated programs are eligible for student support. Programs for which training funds are available (app. 2B, categories B and C) have been so designated through the Office of Academic Affairs policy decisions.

b. To place VA employees in the competitive service into programs in which students are paid on a per annum basis, full-time or part-time student positions will be established in the competitive service under the General Schedule and classified by application of the appropriate classification standards. The requirements of the FPM (Federal Personnel Manual) will be applied in making necessary pay adjustments, temporary promotions, reassignments, or changes to lower grades. In unusual cases, the Chief Medical Director, or designee, may authorize the conversion of agency employees to appointments under 38 U.S.C. 4114(a)(1)(A). Prior to completion of the program, students will be assisted in locating appropriate positions. When positions are not available, to the extent possible, employees should be returned to positions at the grade level they previously held. The pertinent FPM requirements will be followed when persons selected for programs in which students are paid on a stipend basis are converted to appointments under 38 U.S.C. 4114(a)(1)(A). These students should also be assisted in locating appropriate positions.

c. Students in associated health professions paid on a per annum basis in programs which are limited to 1 year or less may receive a 40-hour per week appointment. Trainees cannot be appointed on full-time basis for more than 1 year's duration. Students in programs of more than 1 year's duration or extended or renewed beyond 1 year will be restricted to the 30-hour per week appointment limitation. (See VHS&RA Supp., MP-5, pt. II, ch. 2.)

d. Paid trainees from affiliated institutions are precluded from simultaneously holding any other compensable appointment in the VA. (See VHS&RA Supp., MP-5, pt. II, ch. 2.)

e. Paid associated health students appointed under the authority of 38 U.S.C. 4114 (a)(f)(A) must be U.S. citizens. The VA facility will inform the sponsoring institution of this citizenship requirement before any students are accepted for

training. This requirement may be waived to appoint noncitizens only when
qualified citizens are not available in accordance with the provisions of VHS&RA
Supplement, MP-5, part II,

chapter 2. Paid appointments of noncitizen associated health students require approval by the Chief Medical Director or designee in Central Office. However, it should be noted that such appointments are not generally permitted, since citizen students are usually available at another training site even if they are not available at the first site.

f. Determination of physical fitness will be made for initial appointment of students at a VA facility in the manner prescribed under the provisions of MP-5 part I, chapters 300 and 792. Examination may be excluded in certain short-term traineeships in which the parent institution accepts responsibility.

g. Students may be paid on a stipend or a per annum training rate, as appropriate. The provisions of VHS&RA Supplement, MP-5, part II, chapter 3, will be applied in dealing with the two types of compensation available.

h. A student may be detailed, with no loss of pay, to another Government or non-Government institution to procure the necessary related supplementary education or training which is an integral part of the training for which VA has assumed responsibility. However, under no circumstances may the total time spent in non-VA institutions exceed 1/6 of the total hours a student is in a pay and training status with VA (See VHS&RA Supp., MP-5, pt. II, ch. 3.)

i. Affiliated associated health students may not be appointed as VA volunteers in order to receive clinical training to satisfy educational degree requirements.

j. Paid students are primarily responsible for seeing that they fulfill the training requirements specified for their appointment. When a student has not fulfilled the required number of supervised training hours for which funding support has been received, the student is required to make up these hours on a WOC basis. (See VHS&RA Supp., MP-5, pt. II, ch. 3.)

2.14 BENEFITS

a. Paid students, except those with intermittent appointments (such as those who receive fixed biweekly stipends), are entitled to the annual and sick leave benefits provided under 5 U.S.C. ch. 63 (see MP-5, Pt. 1, Ch. 630, "Absence and Leave"). Leave arrangements will be approved for students by responsible VA personnel in consideration of their schedule at the affiliated institution. Facilities must encourage trainees to utilize their annual leave as it accrues, so that terminal leave payments are not required.

b. All students are covered by the injury compensation provisions of 5 U.S.C. ch. 81 (see MP-5, Pt. 1, Ch. 810, "Injury Compensation") which covers compensation and other rights and benefits for injury or work-related illness incurred in the performance of their duties. Outpatient emergency medical and dental care may be furnished to students without charge during a scheduled training assignment.

c. For information about retirement and insurance coverage, see MP-5, Part I, Chapter 831, "Retirement;" Chapter 832, "Old Age, Survivors, and Disability Insurance;" "Chapter 870," "Federal Employees Group Life Insurance;" and Chapter 890, "Federal Employees Health Benefits." Generally, students who have paid appointments which are limited to 1 year or less, or who are appointed on an

intermittent basis (such as those with fixed biweekly stipends) are not covered by Civil Service retirement or Federal Employee Group Life or Health Insurance. Title 38 students, who are not covered by Civil Service

retirement, are normally covered by Social Security (Old Age Survivors and Disability Insurance).

d. Eligible students may apply for and accept veterans educational benefits authorized under 38 U.S.C. chapters 32 and 34, concurrently with their VA traineeship.

e. Uniforms or uniform allowance will not be furnished by the VA except where specifically indicated in individual program descriptions. Uniforms provided personally by the students or by the affiliating institution may be laundered by the VA at no cost to the trainees or the affiliate, if laundry facilities are available.

f. Provision for quarters and/or subsistence will be made in accordance with M-1, part I, chapter 2.

g. A certificate of training may be issued by the VA health care facility Director on successful completion of training. VA Form 5-3904, Certificate of Training, will ordinarily be used except where individual programs provide otherwise. VA Form 10-2553, Certificate of Residency, and VA Form 10-2553A, Certificate of Internship, are available for appropriate programs.

h. Students will not be authorized to travel at Government expense. However, this does not preclude local travel involving transportation tokens, etc., when such travel is required for clinical or field training.

2.15 EMPLOYMENT IN VA ON COMPLETION OF TRAINING

The Personnel Officer will work closely with the concerned service officials to ensure that students receive all available information concerning VA employment after training. As soon as possible, each student should be encouraged to file appropriate documents in order to establish eligibility for selection to a regular full-time position.

2.16

VA FACILITY ASSOCIATED HEALTH PROFESSIONS STUDENT REVIEW COMMITTEE

a. Purpose

The Associated Health Professions Student Review Committee provides a mechanism through which the VA facility evaluates, reviews, and makes recommendations to the facility Director with respect to the student's professional performance in the clinical setting, educational achievement, behavior and termination.

b. Organization

(1) A VA facility Associated Health Professions Student Review Committee will be chaired by either the ACOS/E, the Allied Health Coordinator, or where these positions do not exist, the Chief of Staff. The Committee will be established at

each VA facility having affiliated associated health training programs, and will be composed of the members identified in paragraph (2).

(2) Members will include the Committee Chair, the Chief of the involved service/section or designee; the representative discipline director of training or designee from the affiliated institution and, where possible, at least one student at the VA facility representative of the involved discipline. Other appropriate representatives; i.e., a personnel representative, may be selected at the discretion of the Chair.

c. Duties

(1) The Committee will convene as deemed necessary during the year to evaluate, review, and make recommendations to the facility Director with respect to the student's professional performance, educational achievement, behavior, and termination.

(2) Accurate and complete minutes of all meetings will be kept. Recommendations will be forwarded to the facility Director for a decision based on the Committee's recommendations.

(3) The facility Director will notify the ACMD for Academic Affairs (141C) by letter of any decisions and actions regarding the student, and provide a copy of the minutes and recommendations made by the Committee at this time.

d. Separation

Students may be terminated at any time when it is determined their academic or clinical performance, or personal adaptation is unsatisfactory. Current instructions for termination of employees appointed under 38 U.S.C. 4114(a)(1)(A) are contained in VHS&RA Supplement, MP-5, part II, chapter 9.

2.17 MEDICAL-LEGAL RESPONSIBILITIES OF STUDENTS

Under the Federal Tort Claims Act, the Government is liable for the malpractice of its employees within the scope of their employment. Associated health students may or may not come under the provisions of 38 U.S.C. 4116, with respect to claims made against them caused by an alleged negligent or wrongful act or omission. Questions relating to the applicability of 38 U.S.C. will be referred to the local District Counsel.

2.18 AUDIOLOGY AND SPEECH PATHOLOGY

a. Types of Students

(1) Audiologist

(a) Baccalaureate. Enrolled in a baccalaureate program in audiology.

(b) Masters. Enrolled in a masters program (level I) in audiology accredited by the ASLHA (American Speech-Language-Hearing Association).

(c) Doctoral. Enrolled in a doctoral program (level II) in audiology.

(d) Clinical Fellow. A graduate of a masters program in audiology accredited by ASLHA who is receiving clinical experience in order to qualify for certification by ASLHA.

(2) Speech Pathologist

(a) Baccalaureate. Enrolled in a baccalaureate program in speech therapy.

(b) Masters. Enrolled in a masters program (level I) in speech pathology accredited by ASLHA.

(c) Doctoral. Enrolled in a doctoral program (level II) in speech pathology.

(d) Clinical Fellow. A graduate of a masters program in speech pathology accredited by ASLHA who is receiving clinical experience in order to qualify for certification by ASLHA.

b. Appointments

(1) Audiology/speech pathology students at the masters level may be appointed on a stipend or WOC basis. Doctoral level students are generally appointed on a WOC basis. Any paid doctoral level appointments are approved on an exception basis only. All paid appointments may be for only 1 year, although a student may be appointed on a WOC basis prior to or after having been appointed on a paid basis.

(2) Clinical Fellows will be appointed on a WOC basis only.

c. Consultants. An audiology and speech pathology consultant may be appointed to assist the training program (see par. 2.07 a(5)).

d. Program Requirements. Program information submitted to the Office of Academic Affairs (143C) for approval of audiology/speech pathology clinical training programs differ from routine affiliation requests. Therefore, VA facilities wishing to initiate a training program should contact the Office of Academic Affairs (143C) for a copy of "Audiology/Speech Pathology Graduate Students Clinical Training Guidelines."

2.19 BIOMEDICAL INSTRUMENTAL AND MACHINE OPERATION

a. Types of Students

(1) Biomedical Clinical Engineer. Enrolled in a baccalaureate program accredited by ABET or a masters program.

(2) Biomedical Instrumentation Technician. Enrolled in an associate degree or baccalaureate program accredited by the ABET (Accreditation Board for Engineering and Technology).

(3) EEG (Electroencephalograph) Technician. Enrolled in a certificate program accredited by the CAHEA (Committee on Allied Health Education and Accreditation) in cooperation with the American EEG Society, the American Medical EEG Society, and the American Society of EEG Technicians.

(4) Cardiopulmonary Technician. Enrolled in an associate degree program.

(5) Respiratory Therapist. Enrolled in an associate degree or baccalaureate program accredited by CAHEA in cooperation with the American Association for Respiratory Therapy, the American College of Chest Physicians, the American Society of Anesthesiologists, and the American Thoracic Society.

(6) Respiratory Therapy Technician. Enrolled in a certificate or associate degree program accredited by CAHEA in cooperation with the associations named for respiratory therapist.

(7) Cardiovascular Perfusionist (also known as extracorporeal technologist). Enrolled in a certificate, associate degree, or baccalaureate program accredited by CAHEA.

(8) Cardiovascular Technologist. Enrolled in an associate degree program accredited by CAHEA.

b. Appointments

(1) Biomedical clinical engineer students (masters) may be appointed on either a per annum or WOC basis.

(2) All other students will be appointed on a WOC basis only.

2.20 CHAPLAINCY

a. Types of Students

(1) **Chaplain.** Enrolled in a baccalaureate, masters or doctoral program accredited by the Association of Theological Schools in the United States and Canada; United States Catholic Conference Commission on Certification and Accreditation; American Association of Bible Colleges; Association of Advanced Rabbinical Talmudic Schools; or the ACPE (Association for Clinical Pastoral Education).

(2) **Chaplain (Nondegree).** Enrolled at the VA facility in a basic, advanced or supervisory CPE (Clinical Pastoral Education) program approved by the ACPE.

b. Appointments. Students will be appointed on a WOC basis only.

c. Consultants. A CPE consultant may be utilized to assist the chaplaincy training program. The consultant must be certified as a preceptor by the ACPE or have a faculty appointment at an ACPE accredited institution/school. The consultant will be appointed according to the guidelines provided in paragraph 2.07a(5).

2.21 COMMUNITY HEALTH EDUCATION

a. Types of Students--Patient Health Education Intern. Enrolled in a masters or doctoral program accredited by the CEPH (Council on Education for Public Health).

b. Appointments

(1) Students may be appointed on a per annum or WOC basis. Paid students may be appointed part-time or full-time for up to a maximum of 1 year.

(2) Student supervision at the VA facility must be provided by a Patient Health Education Coordinator approved by the Office of Academic Affairs. VA facilities that do not have such a position cannot have affiliated patient health education interns.

2.22 DENTAL AUXILIARIES

a. Types of Students

(1) Dental Assistant. Enrolled in a certificate or associate degree program accredited by the ADA (American Dental Association).

(2) Dental Laboratory Technician. Enrolled in a certificate or associate degree program accredited by the ADA.

(3) Dental Hygienist. Enrolled in an associate degree or baccalaureate program accredited by the ADA.

b. **Appointments.** Students in dental auxiliary programs will be appointed on a WOC basis only.

2.23 DIETETICS

a. Types of Students

(1) Dietetic Intern (Coordinated Masters). Simultaneously enrolled in an ADA (American Dietetic Association) accredited dietetic internship program, at a VA or a non-VA health care facility, and a masters program in nutrition.

(2) Dietetic Intern (Postbaccalaureate). Enrolled in an ADA accredited dietetic clinical educational program at a VA or non-VA health care facility. Students shall have completed a baccalaureate degree in dietetics/nutrition.

(3) Dietetic Student CUP (Coordinated Undergraduate Program/Baccalaureate). Enrolled in an ADA accredited baccalaureate degree program in dietetics.

(4) Dietetic Student. Enrolled in a baccalaureate, masters or doctoral program in dietetics/nutrition.

(5) Dietetic Technician. Enrolled in an associate degree program approved by the ADA.

b. Appointments

(1) Students in the VA coordinated masters internships may be appointed on a stipend basis for a period not to exceed 22 months, or on a WOC basis.

(2) Students in the VA postbaccalaureate internship may be appointed on a per annum basis for a period not to exceed 9 months, or on a WOC basis.

(3) All other categories of dietetic students are appointed on a WOC basis only.

2.24 GERONTOLOGY

a. **Types of Students.** Enrolled in a masters or doctoral program in gerontology.

b. **Appointments.** Students will be appointed on a WOC basis only.

c. **Requirements for the VA Health Care Facility.** Approved affiliations between VA facilities and institutions awarding a masters or doctoral degree in gerontology require that gerontology students, accepted for clinical training experiences in the VA, must have or be studying for a degree in an associated health care discipline which is employable in the VA, e.g., a baccalaureate degree in nursing, masters degree in social work, doctoral degree in psychology. The

completion of an institutional gerontology program alone does not qualify an individual for employment in the direct patient care disciplines by the VA. The supervision of the gerontology student(s) must be by a VA staff member in the student's professional health care discipline.

2.25 LIBRARY SCIENCE

a. Types of Students

(1) Hospital Librarian. Enrolled in a masters program accredited by the ALA (American Library Association).

(2) Library Technician. Enrolled in either an associate degree or baccalaureate program with a curriculum in fine arts or science.

b. Appointments

(1) Masters level students may be appointed on either a per annum or WOC basis.

(2) Library Technicians are WOC only.

c. Requirements for the VA Health Care Facility:

(1) Those VA health care facilities who wish to have paid students must meet the following requirements:

(a) A minimum of two professional staff librarians who are graduates of library programs accredited by the ALA and who are employed by the VA health care facility at the GS-9 level or above.

(b) A minimum of one staff support person permanently assigned to the service for 32 hours per week or more.

(c) In addition to required program materials, the VA health care facility must submit a listing of library resources to demonstrate that the student will have an opportunity to work with a wide variety of medical and patient library materials, programs and services. Local on-site access to on-line bibliographic data bases is mandatory.

(d) One full-time student or two half-time students may be assigned to a VA health care facility at any given time.

(2) Those VA health care facilities who wish to have WOC students must also submit a listing of library resources and must have one professional librarian and one support person, as defined above. Up to two students may be assigned at any given time.

(3) A Report of Training, as defined in the VA Library Trainee Program Guide, must be submitted to the Office of Academic Affairs' (142D) by the student and the supervising librarian at the conclusion of training, for both paid and WOC trainees.

d. Library Program Requirements (Masters)

(1) The program must meet the following course requirements:

(a) Have a recognized specialty track in health sciences librarianship.

(b) Offer at least 3 semester hours (or equivalent) in health sciences librarianship.

(c) Offer 1 to 3 semester hours (or equivalent) of graduate level credit for the traineeship.

(2) The college is strongly encouraged to offer a faculty appointment to the supervising librarian.

2.26 MEDICAL AND CLINICAL LABORATORY

a. Types of Students

(1) Cytotechnologist. Enrolled in either an associate degree or baccalaureate program accredited by the CAHEA of the American Medical Association, in cooperation with the American Society of Cytology.

(2) Histologic Technician/Technologist. Enrolled in either a certificate, diploma, associate degree or baccalaureate program accredited by CAHEA, in cooperation with the NAACLS (National Accrediting Agency for Clinical Laboratory Sciences).

(3) Medical Laboratory Technician. Enrolled in either a certificate or associate degree program accredited by CAHEA, in cooperation with NAACLS.

(4) Medical Laboratory Technologist (Clinical Laboratory Scientist). Enrolled in a baccalaureate program accredited by CAHEA, in cooperation with NAACLS.

(5) Clinical Laboratory Specialist. Enrolled in either baccalaureate or masters program in laboratory specialties. Blood banking programs must be accredited by CAHEA, in cooperation with the American Association of Blood Banks.

(6) Pathologist Assistant. Enrolled in a baccalaureate program in health science.

b. Appointments. Students in all categories will be appointed on a WOC basis.

2.27 MEDICAL MEDIA

a. Types of Students

(1) Medical Illustrator. Enrolled in a baccalaureate or masters program.

(2) Medical Photographer. Enrolled in a certificate, associate degree, or baccalaureate program.

b. **Appointments.** Trainees will be appointed on a WOC basis only.

2.28 MEDICAL RECORDS

a. Types of Students

(1) Medical Records Administrator. Enrolled in baccalaureate or masters program accredited by the CAHEA in cooperation with the AMRA (American Medical Record Association) of the American Medical Association.

(2) Medical Records Technician. Enrolled in an associate degree program accredited by CAHEA in cooperation with AMRA.

b. **Appointments.** Students will be appointed on a WOC basis only.

c. **Requirements for the VA Health Care Facility.** The supervision of the medical record administration student will be provided by a RRA (Registered Medical Record

Administrator). The supervision of the medical record technician student will be provided by an RRA or an ART (Accredited Medical Record Technician).

2.29 NUCLEAR MEDICINE

a. Types of Students

(1) Nuclear Medicine Technologist. Enrolled in a certificate, associate or baccalaureate degree program accredited by the CAHEA of the American Medical Association, in cooperation with the American College of Radiology, the American Society for Medical Technology, the American Society of Clinical Pathologists, the American Society of Radiologic Technologists, and the Society of Nuclear Medicine.

b. **Appointments.** Students will be appointed on a WOC basis only.

2.30 NURSING

a. Types of Students

(1) Nurse (Doctoral). Enrolled in a doctoral program that is housed in a nursing school accredited by the NLN (National League for Nursing) and requires an entry level nursing degree for admission or enrolled in a generic ND (nurse doctoral) program. (A student may enter the ND program as a freshman, bypassing baccalaureate and masters degrees, and graduate with a doctoral degree.)

(2) Nurse (Masters). Enrolled in a masters program in nursing accredited by the NLN; includes clinical nurse specialist and masters level nurse practitioner programs.

(3) Nurse (Baccalaureate). Enrolled in a baccalaureate program that is accredited by the NLN.

(4) Nurse (Diploma). Enrolled in an entry level diploma program accredited by the NLN.

(5) Nurse (Associate Degree). Enrolled in an associate degree program accredited by the NLN.

(6) Nurse Practitioner (Certificate). Enrolled in a program of study that awards a nurse practitioner certificate and is not accredited by the NLN.

b. Appointments

(1) Nursing students other than specific masters and doctoral level students, will be appointed on a WOC basis only.

(2) Per annum training support is available to masters level nursing students in the special program areas of geriatrics, psychiatric/mental health, rehabilitation and administration. (See par. 2.46 for special programs eligibility.)

(3) Per annum training support is available to doctoral level nursing students in the special program area of gerontologic nurse fellowships. (See par. 2.46d.)

c. Nursing School Requirements

(1) Instruction and supervision of entry level students will be provided by the faculty from the affiliated school of nursing. Student/faculty ratios will not exceed 10 students per one clinical instructor.

(2) Supervision of RN (registered nurse) students, masters and doctoral level students may not require the presence of school of nursing faculty in the VA health care facility, but a faculty member must be identified as the liaison preceptor and maintain contact with the responsible VA preceptor.

(3) The affiliation and program approval for a school of nursing that is not accredited by the NLN, may be considered on a provisional basis if the school provides a letter stating they are in the process of applying for NLN accreditation or plan to seek accreditation within a 5-year period.

2.31 NURSING AUXILIARIES

a. Types of Students

(1) Practical/Vocational Nurse. Enrolled in a certificate or associate degree program accredited by the NLN (National League for Nursing). Those practical nursing programs not accredited by the NLN may be considered for provisional approval if they can show intent to become NLN accredited within a 5-year period.

(2) Nursing Assistant (Nurse's Aide). Enrolled in a structured educational program; some of these programs award a certificate and some do not. The Office of Academic Affairs is concerned that these programs are structured according to behavioral objectives, a defined curriculum, the presence of professional nursing supervision, and an evaluation plan.

b. Appointments. Students will be appointed on a WOC basis.

2.32 OPTOMETRY

a. Types of Students

(1) Optometrist (Postdoctoral). Graduate with a D. O. (doctor of optometry) degree from a college of optometry, accredited by the COE (Council on Optometric Education) of the AOA (American Optometric Association).

(2) Optometrist (Doctoral). Fourth professional year optometry student, enrolled in a doctoral optometry program accredited by the COE/AOA.

(3) Optometric Technologist. Enrolled in an associate degree program accredited by COE/AOA.

b. Types of Training

(1) Postdoctoral Residency. One-year, full-time residency program accredited by the COE/AOA for D.O. (See a(1) above.) The COE defines a residency program as an academic postgraduate program of prescribed length (1-year) and content, in an area of direct patient care within the hospital setting. The goal of the residency is the development of unique skills and competencies in one or more areas of optometric practice.

(a) Residents' supervision is by a VA Chief of Optometry, holding an appropriate faculty appointment (associate or full professor) at the affiliating school of optometry.

(b) Residents must meet the licensure requirement in the appropriate VA qualification standard contained in VHS&RA Supplement, MP-5, part II, chapter 2.

(2) Doctoral Internship. Training provided fourth professional year students who are enrolled in a COE/AOA accredited college of optometry.

(a) In order to provide externs exposure to clinical practice in the hospital setting, a minimum of 10 weeks training is recommended.

(b) Supervision is by a staff optometrist who has a faculty appointment at the affiliating school of optometry.

c. Appointments

(1) Postdoctoral optometry residents may be appointed on a per annum or WOC basis. Paid appointments are limited to 1 year.

(2) Doctoral externs are appointed on a WOC basis only.

c. Policy Regarding Direct Student Support. VA optometry residency programs will not receive student support unless they are accredited by COE of AOA. Those VA facilities with emerging residency programs must document to the Office of Academic Affairs (141) appropriate plans to seek accreditation.

d. Program Requirements

(1) Program information for VA optometry residencies differ from routine affiliation requests. VA facilities wishing to initiate an accredited optometry residency program should contact the Office of Academic Affairs (141C) for a copy of "Guidelines for Residencies in Optometry."

(2) The appointment of WOC residents will have a direct impact on the total residency program. Therefore, Chiefs of Optometry who wish to train a resident on a WOC basis must forward a request to the Office of Academic Affairs (141) for concurrence.

2.33 ORTHOTICS AND PROSTHETICS

a. Types of Students. Orthotist/Prosthetist. Enrolled in a certificate, associate degree, or baccalaureate program, approved by the American Board for Certification in Orthotics and Prosthetics. Upon graduation, students may be eligible for certification as an orthotist and/or prosthetist, if they meet the requirements for practitioner certification and technician registration.

b. **Appointments.** Student will be appointed on a WOC basis.

2.34 PHARMACY

a. **Types of Students**

(1) Academic-Based Students

(a) Pharmacy Resident. Enrolled in a graduate level pharmacy program (masters or pharmacy doctorate) and participating in an ASHP (American Society of Hospital Pharmacists) accredited residency program.

(b) Pharmacist (Doctor of Pharmacy). Enrolled in a doctoral program accredited by the ACPE (American Council on Pharmaceutical Education).

(c) Pharmacist (Masters). Enrolled in a graduate pharmacy program.

(d) Pharmacist (Baccalaureate). Enrolled in a pharmacy program accredited by the ACPE.

(e) Pharmacy Technician. Enrolled in a college-based certificate or associate degree program.

(2) VA Pharmacy Residency

(a) Pharmacy Resident. Enrolled or graduate of a pharmacy program accredited by ACPE, and appointed to a VA pharmacy residency program accredited by ASHP.

1. Hospital Resident. Enrolled or graduate of a masters or pharmacy doctorate program accredited by ACPE, and a member or applicant for membership of ASHP. This residency may be for 1 year (40 hours per week) or 2 years (28 hours per week).

2. Clinical Resident. post-masters or postdoctoral graduate of a school of pharmacy accredited by ACPE, and a member or applicant for membership of ASHP. The resident must have had prior experience in hospital pharmacy practice before entering this residency. The residency is for 1 year, full-time.

3. Clinical Specialty Resident. Postdoctoral graduate of a school of pharmacy accredited by ACPE, and a member or applicant for membership of ASHP. The resident must have had prior experience in pharmacy practice before entering this residency. The residency is for 1 year, full-time.

b. Appointments

(1) All pharmacy students identified under paragraph 2.34a(1) will be appointed on a WOC basis.

(2) Pharmacy residents identified under paragraph 2.34a(2) may be appointed on a per annum or WOC basis.

(a) Hospital pharmacy residents may be provided per annum support for 1 year (40 hours per week) or 2 years (28 hours per week). Second year support for the 2-

year hospital residency is subject to a satisfactory first year performance evaluation.

(b) Clinical and clinical specialty residents may be provided per annum support for 1 year (40 hours per week).

c. **Policy Regarding Direct Student Support.** VA pharmacy residency programs will not receive student support unless they are accredited by ASHP. Those VA facilities with

emerging residency programs must document to the Office of Academic Affairs (143C) appropriate plans to seek ASHP accreditation.

d. **Licensure Requirements.** All residents must be licensed to practice in one of the States or territories of the United States or the District of Columbia. Resident applications may be accepted from unlicensed candidates who furnish proof that they have applied for licensure with an appropriate examining jurisdiction and the date such application was filed. These applicants may be appointed subject to obtaining the required license within 6 months from the date of their appointment.

e. **Program Requirements.** Program information for VA pharmacy residencies differs from routine affiliation requests. VA facilities wishing to initiate an accredited pharmacy residency program should contact the Office of Academic Affairs (143C) for a copy of "Guidelines for Residencies in Pharmacy."

2.35 PHYSICIAN ASSISTANT

a. **Type of Student--Physician Assistant.** Enrolled in a certificate, diploma, associate degree, or baccalaureate program for the Assistant to the Primary Care Physician. The program must be accredited by the CAHEA of the American Medical Association, in cooperation with the American Academy of Family Physicians. The American Academy of Pediatrics, the American Academy of Physician Assistants, the American College of Physicians, the American College of Surgeons, the American Society of Internal Medicine and, the Association of Physician Assistant Programs.

b. **Appointments.** Physician assistant students will be appointed on WOC basis only.

2.36 PODIATRY

a. Types of Students

(1) Podiatrist (Postdoctoral). Graduate of a doctoral podiatric program accredited by the COPE (Council on Podiatry Education) of the APMA (American Podiatric Medical Association), and enrolled in a residency program accredited by COPE of APMA.

(2) Podiatrist (Doctoral). Enrolled in a doctoral podiatry program accredited by COPE of APMA.

b. Types of Training

(1) Postdoctoral Residency. Training provided to graduates of an accredited doctoral program (see subpar. a(1) above). Residency training is usually provided for a period of 1 or 2 years in a residency program approved by COPE of APMA. Second year residencies are extremely limited. There are four categories of postdoctoral training defined briefly as follows:

(a) Rotating Podiatric Residency. To provide the graduate with a well-rounded exposure to a hospital environment in preparation for management of podiatric conditions and diseases as they are related to systemic diseases in the lower extremities.

(b) Podiatric Orthopedic Residency. To develop the graduate in the art of preventing and controlling podiatric conditions and diseases, and promoting foot health through

principally mechanical and rehabilitative methods.

(c) Podiatric Surgical Residency. To provide the graduate with clinical experience necessary to become competent in the most common types of foot surgery.

(d) Podiatric Surgical Resident. This is a 24-month (or more) program to provide the graduate with clinical experience necessary to become competent in the full scope of advanced podiatric surgery.

(2) Doctoral Internship. Training provided to students enrolled in an accredited doctoral program (see a.(2)). Internship training is for varying periods of time to provide the student exposure to podiatric clinical practice in a patient care setting. This clinical experience is offered to students in the fourth year of the doctoral program.

c. Appointments

(1) Postdoctoral podiatric residents may be appointed on a per annum or WOC basis. Paid appointments are limited to 1 year for residents in a first-year residency program.

(2) Second-year postdoctoral residents and doctoral externs are appointed on a WOC basis only.

(3) Residents must meet the licensure requirement in the appropriate VA qualification standard contained in VHS&RA Supplement, MP-5, part II, chapter 2.

d. Policy Regarding Direct Student Support. VA podiatry residency programs will not receive student support unless they are accredited by COPE or APMA. Those VA facilities with emerging residency programs must document to the Office of Academic Affairs (141) appropriate plans to seek accreditation.

e. Program Requirements

(1) Program information for VA podiatry residencies differ from routine affiliation requests. VA facilities wishing to initiate an accredited podiatry residency program should contact the Office of Academic Affairs (141) for a copy of "Guidelines for Residencies in Podiatric Medicine and Surgery."

(2) The appointment of WOC residents will have a direct impact on the total residency program. Therefore, Chiefs of Podiatry who wish to train a resident on a WOC basis must forward a request to the Office of Academic Affairs (141) for concurrence.

2.37 PSYCHOLOGY

a. Types of Students

(1) Psychologist (Postdoctoral). Enrolled in a postdoctoral specialty program conducted by the VA facility or by another postdoctoral training facility.

(2) Psychologist (Doctoral). Enrolled in a doctoral program in clinical psychology or counseling psychology accredited by the APA (American Psychological Association). These students may or may not receive a masters as part of the doctoral program.

(a) Students who hold a doctoral degree in psychology (e.g., in a specialty such as experimental, developmental, or social psychology), and who are enrolled for respecialization in clinical psychology or counseling psychology in an APA accredited program which follows APA's guidelines for respecialization, shall be considered doctoral students.

(b) It should be noted that students from non-APA accredited doctoral programs in clinical psychology or counseling psychology may not be accepted for training even on a WOC basis.

(3) Psychology Student (Masters). Enrolled in a masters program not leading to a doctoral degree.

(4) Psychology Student (Baccalaureate). Enrolled in a baccalaureate psychology course or program.

b. Types of Training

(1) Baccalaureate. Training provided to students enrolled in baccalaureate psychology programs; usually provided in tours of from 100 to 500 hours; gives the student the necessary amount of experience for undergraduate academic credit. The teaching of specific psychological, evaluative, or therapeutic skills is not considered appropriate at this level. It is acceptable to provide baccalaureate students with the following types of experiences:

(a) Orientation to the function of the Psychology Service at the VA facility.

(b) Observation of psychologists functioning in professional roles.

(c) Social interaction or structured interviews with patients.

(d) Observation of didactic conferences and seminars.

(e) Standardized data collection.

(2) Practicum (Masters). Training for students in masters programs not leading to a doctoral degree is based on the presumption that their work will be supervised by a doctoral level psychologist after the completion of their degree. The following experiences are appropriate for practicum training:

(a) All of the activities specified for the baccalaureate level.

(b) Instruction in and supervised practice of interviewing skills.

(c) Supervised psychological test administration, scoring, and interpretation with written reports entered into the patient's clinical record.

(d) Observation of patient treatment by psychologists which may lead to a co-therapy role. In certain circumstances, this may lead to closely supervised individual psychotherapy with patients with less complex problems.

(e) Beginning skill training in biofeedback and other specific diagnostic and therapeutic techniques.

(f) Participation in ongoing research or initiation of individual research projects approved by the facility's Research and Development Committee.

(3) Practicum (Doctoral Level Clerkship). Pre-internship, graduate training ranging from 300 to 1,000 hours or more and meets the requirements set by the institution in which the student is enrolled. Specific psychological, evaluative, and therapeutic skills are taught and carefully supervised, building on the student's academic preparation and initial skill level. Practicum training for students in the doctoral program is considered to be preparation for internship training. All activities specified for masters level practice are applicable. In addition, more intensive patient contact for both assessment and psychotherapy is appropriate at this level for training.

(4) Internship (Doctoral). The year-long, full-time (or 2 years, half-time) advanced training experience which is required for the doctoral degree in clinical or counseling psychology. Such training is generally done during the fourth year of graduate work (or later), but may occasionally be done during the third year. APA accredits internship programs separately from its accreditation of doctoral programs. While most VA internships are independently accredited, some are a part of an internship consortium, a partnership of agencies joining together to offer internship training.

(5) Postdoctoral. Training in a specialty or subspecialty area of psychology, typically for 1 year, full-time, although this may vary. Examples of such specialty areas are gerontological psychology, clinical neuropsychology, family therapy, or pain management. Training may be provided for psychologists from many specialties, including research psychologists. However, nonclinical or noncounseling psychologists may not be trained in activities which would require that the caregiver be a clinical or a counseling psychologist. All postdoctoral training programs approved by the Office of Academic Affairs will be approved on a provisional basis, pending the development of further professional standards. The Office of Academic Affairs (143C) is concerned that these programs are structured with behavioral objectives, a defined curriculum, an evaluation plan, and that there is sufficient supervision from psychologists qualified in the specialty area(s) of the postdoctoral program(s) offered.

c. Appointments

(1) Psychologist (doctoral) students may be appointed on either a stipend or WOC basis. Stipended or WOC students may be appointed at the first level (1,200 hours) or at the second level (1,900 hours). The appointment of any student who has already had a paid internship is not permitted (see par. 2.12a(8)).

(2) Psychologist (postdoctoral) students will be appointed on a WOC basis only. Facilities cannot apply for grant funds from another agency to provide support for postdoctoral students.

(3) Baccalaureate/masters psychology students will be appointed on a WOC basis only.

d. Policy Regarding Direct Student Support

(1) VA psychology internship programs will not receive student support unless they are accredited by the APA and approved by the Office of Academic Affairs (141). VA facilities, with emerging internship programs, wishing an exception must document to the ACMD for Academic Affairs (141C) appropriate plans to seek APA accreditation before funding can be considered.

(2) In addition to the requirements for program submission (see par. 2.09), VA facilities seeking to establish an internship program must provide the following information to ACMD for Academic Affairs (141):

(a) Vitae of all staff involved in the proposed training program.

(b) Evidence of ability to recruit interns.

(c) Letters of support from APA accredited universities.

(d) Documentation from VA facility of its intent to pay APA site visit and accreditation fees, and the APIC (Association of Psychology Internship Centers') application fees and membership dues.

(e) Realistic time-table of a plan to seek APA accreditation for internship program.

(f) Draft of application to APA for accreditation.

(3) Because of the stringency of program requirements, and the short time span between funding decisions for the coming fiscal year and the internship matching day sponsored by APIC on the second Monday of February each year, there should be consultation with the Office of Academic Affairs (143C) prior to preparation of any request for new psychology internship funding.

e. Nonfunded VA Independent Psychology Internship Sites

(1) The Office of Academic Affairs (143C) will not approve the establishment of WOC independent psychology internship sites.

(2) VA facilities which have (OAA/143C) approved and funded internships may appoint interns on a WOC basis. The number of WOC appointments at each VA internship site must be approved by Office of Academic Affairs (143C).

(3) Any VA facility wishing to participate in a psychology training consortium on a WOC basis will be considered a detailed training site. (The term "detailed training site" is comparable to being affiliated.) All detailed training sites must be approved by ACMD for Academic Affairs (143C).

f. Consultants. A psychology consultant may be utilized to assist the training program (see par. 2.07 a.(5)).

g. Psychology Training Committee at APA-Accredited VA Facilities

(1) The committee will consist of the Chief, Psychology Service, designated psychology staff and psychology intern(s), the Chief of Staff or designee, the directors of training or designees from the affiliated institutions, and other appropriate representatives, selected by the Chief, Psychology Service. Coordinating VA facilities may form district psychology committees as appropriate and desired.

(2) The committee's functions will include recommendations on the selection, assignment, and termination of psychology students/interns, and evaluation of the training program.

(3) The committee will meet regularly and have an elected chairperson and a secretary. One copy of all minutes will be forwarded to the Office of Academic Affairs (143C).

h. PRTC (Psychology Representation Training Committee)

(1) The PRTC, established by the ACMD for Academic Affairs, is composed of three psychologists from VA facilities to provide input to the Director, Associated Health Professions Education Programs Service (143C) on affiliated psychology training issue. The committee chairperson will be a Chief, Psychology Service at a VA facility mutually agreed upon by the Director, Associated Health Professions Education Programs Service (143C) and the Director, Mental Health and Behavioral Sciences Service (116). The committee chairperson will select the other two VA committee members with concurrences from the Director, Associated Health Professions Education Programs Service (143C) and the Director of Mental Health and Behavioral Sciences Service (116). At least one of the members will be a VA psychology training coordinator. The committee chairperson is appointed for a 3-year term; other committee members are appointed for 3-year terms on a staggered basis. Committee members may serve more than one term.

(2) The PRTC will provide input to the Associated Health Professions Education Programs Service (143C) on psychology training issues which include, but are not necessarily limited to the following items.

(a) Review affiliated program requests, e.g., baccalaureate, terminal masters, postdoctoral, and request to start new internship sites.

(b) Policy decisions, e.g., funding policies and changes to the policies in this manual which impact on psychology.

(c) Distribution of funds budgeted for psychology students.

(d) Other programmatic issues.

(3) The Associated Health Professions Education Programs Service (143C) will review the PRTC's input with the Director, Mental Health and Behavioral Sciences Service (116) and seek congruence on the action to be taken. Final decisions on training and funding issues are the responsibility of the ACMD for Academic Affairs.

2.38 RADIOLOGY

a. Types of Students

(1) Radiation Therapy Technologist. Enrolled in a certificate, associate degree or baccalaureate program accredited by the CAHEA of the American Medical Association in cooperation with the ACR (American College of Radiology) and the ASRT (American Society of Radiologic Technologists).

(2) Radiographer. Enrolled in a certificate, associate degree or baccalaureate program in radiography accredited by CAHEA in cooperation with ACR and ASRT.

b. **Appointments.** Students in both disciplines will be appointed on a WOC basis only.

2.39 RECREATION

a. Types of Students

(1) Recreation Therapist. Enrolled in a baccalaureate or masters program with a

curriculum in recreation therapy or recreation with a therapeutic emphasis.

(2) Music Therapist. Enrolled in a baccalaureate or masters program that is accredited by the National Association of Schools of Music with a curriculum in music therapy or in music with a therapeutic emphasis.

(3) Art Therapist. Enrolled in a baccalaureate or masters program that is accredited by the National Association of Schools of Art and Design with a curriculum in art therapy or in fine arts with a therapeutic emphasis.

(4) Recreation Assistant. Enrolled in a certificate or associate degree program in recreation therapy.

b. **Appointments.** All students will be appointed on a WOC basis only.

c. **Requirements for the VA Health Care Facility**

(1) VA health care facilities who wish to have recreation, music, or art therapy students must meet the following requirements.

(a) A minimum of two therapists must be employed at the VA facility in the discipline for which training is being requested.

(b) The affiliating institution's curriculum must have a minimum of 10 semester hours of therapeutic course work as required by the OPM (Office of Personnel Management), GS-638 Series.

2.40 REHABILITATION

a. **Types of Students**

(1) Educational Therapist. Enrolled in a baccalaureate or master program with a curriculum in fine arts or science and a minimum of 12 semester hours in education.

(2) Manual Arts/Horticultural Therapist. Enrolled in a baccalaureate program with a curriculum in manual arts, industrial education, or agriculture.

(3) Occupational Therapist. Enrolled in a baccalaureate or masters program accredited by the CAHEA of the American Medical Association, in cooperation with the AOTA (American Occupational Therapy Association).

(4) Occupational Therapy Assistant. Enrolled in a certificate or associate degree program approved by AOTA.

(5) Physical Therapist. Enrolled in a baccalaureate or masters program accredited by the APTA (American Physical Therapy Association).

(6) Physical Therapist Assistant. Enrolled in a certificate or associate degree program accredited by the APTA.

b. Appointments

(1) Occupational therapy students will be appointed on a WOC basis. Exceptions are students appointed on a per annum basis for the ITTG program (See par. 2.46 g.(2)).

(2) Student in all other discipline in this category will be appointed on a WOC basic.

c. Requirements for VA Health Care Facilities

(1) VA occupational therapy and physical therapy staff serving as clinical instructors must document active membership in AOTA and APTA, respectively.

(2) Occupational therapy clinical training programs must document compliance with the established AOTA field work guidelines.

(3) Physical therapy clinical training programs must document compliance with the established APTA standards for clinical education.

(4) It is recommended that three full-time occupational or physical therapy professional staff be employed at the VA facility in order for a training program to be established or continued. Exceptions may be considered if adequate justification is provided to the Office of Academic Affairs (143C).

2.41 REHABILITATION COUNSELING

a. Types of Students

(1) Alcohol/Drug Rehabilitation Counselor. Enrolled in a certificate, associate degree, baccalaureate, or masters program.

(2) Vocational Rehabilitation Counselor/Rehabilitation Counselor. Enrolled in a masters or doctoral program recognized by the CORE (Council on Rehabilitation Education).

(3) Mental Health Associate (or Human Services Worker). Enrolled in an associate degree program.

b. Appointments. All students will be appointed on a WOC basis only.

2.42 SOCIAL WORK

a. Types of Students

(1) Social Worker (Doctoral). Graduate of a masters level program accredited by the CSWE (Council on Social Work Education), and enrolled in a doctoral program for advanced education in social work.

(2) Social Worker. Enrolled in a baccalaureate or masters program accredited by CSWE.

b. Appointments

(1) Social worker (baccalaureate) students will be appointed on a WOC basis.
(Exception: VA medical center, Tuskegee, AL)

(2) Social worker (masters) students may be appointed on either a stipend or WOC basis (see par. 2.42d).

(3) Social worker (doctoral) students may be appointed on a WOC basis only.

c. Requirements for the VA Health Care Facility

(1) VA social workers serving as clinical instructors must meet the standards for clinical privileges as defined by the JCAHO (Joint Commission on Accreditation of Healthcare Organizations).

(2) It is recommended that there be no fewer than two social worker students at the VA facility at a time.

(3) Undergraduate affiliations in social work will not be approved without appropriate justification. Facilities wishing approval for an undergraduate social work affiliation should submit a request with appropriate justification and program information to the Office of Academic Affairs (143C) as outlined in paragraphs 2.08 and 2.09. Office of Academic Affairs (143C) will give consideration to facilities which have no graduate affiliations, or facilities whose undergraduate affiliate is developing a graduate program.

d. Policy Regarding Direct Student Support. Funding support will be given to students in their second year of the masters program (level II) only.

2.43 SONOGRAPHY

a. **Types of Students.** Diagnostic Medical Sonographer (formerly Ultrasound Specialist). Enrolled in a certificate, diploma, associate degree or baccalaureate degree program accredited by the CAHEA of the American Medical Association, in cooperation with the American College of Radiology, the American Institute of Ultrasound in Medicine, the American Medical Association, the American Society of Echocardiography, the American Society of Radiologic Technologists and the Society of Diagnostic Medical Sonographers.

b. **Appointments.** Students will be appointed on a WOC basis only.

2.44 SURGICAL AUXILIARIES

a. Types of Students

(1) Nurse Anesthetist. Graduate of an entry-level nursing program accredited by the NLN (National League for Nursing) and enrolled in a certificate, baccalaureate, or masters degree nurse anesthetist program accredited by the AANA (American Association of Nurse Anesthetists).

(2) Surgical Technologist. Enrolled in a certificate, diploma, or associate degree program accredited by the CAHEA of the American Medical Association in cooperation with the ACS (American College of Surgeons), the American Hospital Association, and the Association of Surgical Technologists.

(3) Surgeon Assistant. Enrolled in a certificate, associate degree, or baccalaureate program accredited by CAHEA.

(4) Emergency Medical Technician/Paramedic. Enrolled in a certificate or associate degree program accredited by CAHEA in cooperation with the American College of Emergency Physicians, ACS, the American Psychiatric Association, the American Society of Anesthesiologists, the National Association of Emergency Medical Technicians, and the National Registry of Emergency Medical Technicians.

(5) Ophthalmic Medical Assistant. Enrolled in a certificate or associate degree program accredited by CAHEA.

b. Appointments

(1) Nurse anesthetist students may be appointed on either a per annum or WOC basis. The length of these programs varies between institutions. Appointments for per annum students will be based on 39 hours per week with possible reappointment for a second year if required by the program curriculum. Two years is the maximum time allowed for student support.

(2) Students in the other occupations in this category (see par. 2.44a(2), (3), (4), and (5)) will be appointed on a WOC basis.

2.45 VETERINARY AUXILIARIES

a. **Type of Students--Veterinary Science Technologist.** Enrolled in an associate degree program accredited by the American Veterinary Medical Association.

b. **Appointments.** Students will be appointed on a WOC basis only.

2.46 SPECIAL PROGRAMS

a. Blind Rehabilitation Specialist Program

(1) Program Description. The blind rehabilitation program is designed to prepare blind rehabilitation specialists. Training takes place only at the VA blind rehabilitation centers/clinics.

(2) Types of Students. Enrolled in a masters level orientation and mobility, rehabilitation teaching, or low vision rehabilitation programs.

(3) Appointments. Students may be appointed on a per annum or WOC basis for a period ranging from 440 hours to 640 hours in accordance with the institutions' curricula.

(4) Criteria for Support. Fiscal year funding for students may be requested through the Office of Academic Affairs (143C) trainee support circular (RCS 10-0143) which is published annually.

b. Clinical Nurse Specialist Program

(1) Program Description. Affiliated masters level clinical nurse specialist students have been supported in the areas of geriatrics, psychiatric/mental health, and rehabilitation since 1981. The program is in response to a need by the VA to recruit well trained clinical nurse specialists in these three priority areas. In order to be eligible for funding, students are required to spend a

minimum of 12 consecutive weeks for at least 20 hours per week (240 hours), at a VA facility for the clinical practicum portion of their masters degree program. To accommodate difficult student recruitment, ACMD for Academic Affairs (143C) may consider justification from a VA facility that supports reducing the number of hours per week from 20 to 16.

(2) Types of Students. CNS (clinical nurse specialist) in geriatric, psychiatric/mental health, or rehabilitation nursing. Enrolled in an NLN accredited masters program with a major in one of the three clinical areas stated above.

(3) Appointments

(a) Clinical nurse specialist students may be appointed on a per annum or WOC basis.

(b) Paid students are appointed on a per annum training basis for a minimum of 12 consecutive weeks for not less than 20 hours each week, i.e., a minimum of 240 hours.

(4) Criteria for Funding Support

(a) Only students from approved, affiliated graduate schools of nursing with accredited educational curricula in any one of the three subject specialty areas will be considered for funding support.

(b) VA facilities requesting funding will comply with program submission requirements outlined in paragraphs 2.08 and 2.09.

(c) VA facilities which may be eligible as training sites must meet the following criteria:

1. Provide an appropriate nurse preceptor to supervise the students.

2. Conduct special projects in VA priority care areas, i.e., geriatrics, rehabilitation, psychiatric/mental health.

3. Exhibit difficulty recruiting clinical nurse specialists in the VA priority areas specified above.

(d) Fiscal year funding support for students may be requested through the Office of Academic Affairs (143C) trainee support circular (RCS 10-0143) which is published annually. The circular will provide specific information for preparing a proposal for requesting CNS student funding for geriatrics, psychiatric/mental health or rehabilitation nursing.

c. Geriatric Expansion Program

(1) **Program Description.** The Office of Academic Affairs (143C) provides a limited number of funded traineeship positions for associated health students to focus on clinical training in the area of geriatrics. The program may be funded on an annual basis depending on the availability of funds.

(2) **Types of Students.** Associated health discipline positions provided funding support include social workers (masters--level II), psychology interns (doctoral level), clinical pharmacy residents (post-masters/postdoctoral), podiatry and optometry residents (postdoctoral), and audiologist/speech pathologist (masters--

level I). CNS students in geriatrics are funded through the CNS program (see par. 2.46b above).

(3) **Criteria for Support**

(a) VA facilities which request these geriatric-focused associated health disciplines must have:

1. Existing funded affiliated training programs in the requested disciplines and

2. Significant resources in the VA facility relating to elderly veterans such as nursing home care units, day care centers, day treatment centers, hospital based home care, residential care programs, etc.

(b) VA facilities hosting GRECC's (Geriatric Research, Education and Clinical Centers) and/or Office of Academic Affairs designated ITTG (Interdisciplinary Team Training in Geriatrics) sites, are not eligible to request extra geriatric focused positions because of separate funding considerations which they receive each fiscal year.

(c) If fiscal year funds are available for the geriatric expansion program, the Office of Academic Affairs (143C) trainee support circular (RCS 10-0143), which is published annually, will provide specific information for preparing a proposal for requesting geriatric expansion positions.

d. Gerontologic Nurse Fellowship Program

(1) Program Description. The gerontologic nurse fellowship program is a 2-year clinical research fellowship for doctoral level nursing students enrolled in affiliated doctoral programs that have a clinical focus on gerontological nursing. The purpose of the program is to prepare expert geriatric nurse practitioners, educators, administrators, and researchers for leadership positions in long-term care within the VA health care system and nationwide. The program is designed to admit a maximum of two fellows per fiscal year and takes place only at two selected VA facilities.

(2) **Type of Students--Gerontologic Nurse Fellow.** A doctoral candidate enrolled in an established doctoral nursing program that has a clinical research focus and supports collaborative, interdisciplinary involvement with gerontologic related fields.

(3) **Program Administration.** VA medical center site selection is accomplished through a documented formal process administered by the ACMD for Academic Affairs (143C). It is expected that the two selected fellowship sites will remain relatively constant for the duration of the program. If one or both sites become ineligible or are not able to continue for any reason, replacement sites will be chosen by the same documented selection process. Student selection is accomplished through an application process initiated by an annually published fellowship Announcement sent to qualified universities. Complete information about this program is available from the Office of Academic Affairs (143C).

e. GRECC's (Geriatric Research, Education, and Clinical Centers) Expansion Program

(1) Program Description. A GRECC and its hosting VA health care facility are required to provide education and training in geriatrics for various health professions students from academic affiliates. The Office of Academic Affairs (143C) has developed a program to support funded positions for associated health professions students for education and training in the assessment, treatment and rehabilitation of the geriatric patient.

(2) Types of Students. Associated health discipline positions provided funding support include social workers (masters--level II), geriatric clinical nurse specialist (masters), psychology interns (doctoral level), clinical pharmacy residents (postmasters/ postdoctoral), podiatry and optometry residents (postdoctoral), and audiologist/speech pathologist (masters--level I).

(3) Criteria for Support

(a) Decisions on the allocation of these traineeships for GRECC sites are not directly related to the general allocation process for associated health professions student training at VA facilities. These positions are specifically allocated in response to the provisions of Pub. L. 96-330 which established the GRECC program.

(b) Each year a program announcement, prepared by the Office of Academic Affairs (143C), is forward to each VA facility hosting a GRECC. The announcement provides criteria for submitting applications requesting positions to train associated health professions students in the provision of services to the aging veteran.

f. HSR&D (Health Services Research and Development) Program

(1) Program Description. The HSR&D training program provides opportunities for graduate students to conduct research related to the planning, organization, staffing, financing, management, utilization and evaluation of health services delivery in the VA. This research will frequently have a multidisciplinary approach and will generally result in improvement of the efficiency, effectiveness, quality and consequences of health services. Only VA HSR&D regional field programs, approved by the Office of Academic Affairs (143C) as field training sites, are eligible to provide HSR&D student training.

(2) Types of Students

(a) Health Services Research and Development (Masters). Enrolled in a masters program in an accredited institution, in a department or unit which qualifies students to conduct research in health services delivery.

(b) Health Services Research and Development (Doctoral). Enrolled in a doctoral program in an accredited institution in a department or unit which qualifies students to conduct research in health services delivery.

(c) Students must earn academic credit or be fulfilling degree requirements through their VA clinical education experience. The affiliating department or unit may represent any discipline as long as the faculty and curriculum reflect an interest and expertise in health services research. This program is not available to post-M.D. or post-D.D.S. candidates.

(3) Appointment

(a) Masters students will be appointed on a WOC basis only.

(b) Doctoral students may be appointed on a per annum or WOC basis. Appointments for per annum students will be for a period of 1 year (39 hours per week), with possible reappointment for a second year if appropriately justified in accordance

with HSR&D student program guidelines. Two years is the maximum time allowed for student support.

(4) Program Administration. A program announcement is prepared annually by the Office of Academic Affairs (143C) inviting student support requests from those VA facilities approved as HSR&D field training sites. All information necessary for submitting requests is outlined in this announcement, i.e., detailed criteria for student selection and support. Guidelines for becoming an HSR&D field training site are available from the Office of Academic Affairs (143C).

g. ITTG (Interdisciplinary Team Training in Geriatrics) Program

(1) Program Description

(a) ITTG is a model program, supported by the Office of Academic Affairs (143C), located at 12 selected VA facilities (Birmingham, AL; Buffalo, NY; Coatesville, PA; Little Rock, AR; Madison, WI; Memphis, TN; Palo Alto, CA; Portland, OR; Salt Lake City, UT; Sepulveda, CA; Tampa, FL; Tucson, AZ).

(b) ITTG is a systematic educational program designed to include didactic and clinical instruction for VA faculty practitioners and affiliated students from three or more health professions such as physicians, nurses, psychologists, social workers, physical and occupational therapists. The ITTG provides a structured approach to the delivery of health services by emphasizing the knowledge and skills needed to work in an interactive group. In addition, the program promotes an understanding of the roles and functions of other members of the team and how their collaborative contributions influence both the delivery and outcome of patient care.

(c) The purposes of the ITTG program are to develop a cadre of health practitioners with the knowledge and competencies required to provide interdisciplinary team care to meet the wide spectrum of health care and service needs of the aged veteran; to provide leadership in interdisciplinary team delivery and training to other VA facilities; and to provide role models for affiliated students in medical and associated health disciplines. Training includes the teaching of staff and students about the aging process; instruction in team teaching and group process skills for clinical core staff; and clinical experience in team care for affiliated education students with the core team serving as role models.

(d) The 12 model ITTG programs have developed a cadre of health professionals, knowledgeable in interdisciplinary care of the aging veteran. With assistance from the ITTG program directors, other VA facilities are benefiting from the experience and work conducted at the ITTG sites, i.e., initiating their own interdisciplinary teams based on the ITTG model.

(2) Types of Students. Associated health discipline positions provided funding support for ITTG experiences include geriatric clinical nurse specialists (masters), social workers (masters--level II), psychology interns (doctoral), clinical pharmacy residents (post-masters/postdoctoral), podiatry and optometry residents (postdoctoral), occupational therapists (baccalaureate and masters), and audiologist/speech pathologists (masters--level II).

(3) Appointments

(a) Funded students appointed to an ITTG model program must be representative of existing funded affiliated training programs at the host VA facility.

(b) Students from other suitable, affiliated health care disciplines may rotate on the ITTG on a WOC basis.

(4) Criteria for Support. Fiscal year funding for ITTG student positions is requested through the Office of Academic Affairs (143C) trainee support circular (RCS 10-0143) which is published annually.

h. Maxillofacial Prosthetics Technician (Nondegree)

(1) Program Description

(a) The VA maxillofacial prosthetics technician program is designed as a 2-year curriculum integrating formal classroom work with laboratory instruction. During the first year, emphasis is placed on applicable basic science courses, coordinated with the development of the student's laboratory skills. Basic laboratory skills are taught in both intra- and extra-oral prosthesis at the MPC (Maxillofacial Prosthetics Center).

(b) During the second year of training, emphasis is placed upon the development of laboratory procedures for patients being treated at the MPC.

(c) Upon satisfactory completion of the 2-year program, the student will be qualified to carry out the technical procedures necessary to aid the maxillofacial prosthodontist.

(2) Types of Students. Applicants for the VA training may have a minimum of a high school diploma, but preference will be given to those applicants with advanced training, i.e., an associate degree in dental laboratory technology.

(3) Appointments. Students in the maxillofacial prosthetics technician program are appointed on a 39-hour a week per annum basis for a 2-year training period. It should be noted that this program is limited to one or two students per year. VA medical center Wilmington, DE, is the only authorized VA training site.

i. Nursing Administration Practicum Program

(1) Program Description. The nursing administration practicum program is a pilot program designed to provide a structured learning experience in executive level nursing and health care administration for graduate nursing students. The program was developed in support of the need for qualified nurse administrators in the VA health care system nationwide.

(2) Types of Students--Nursing administration practicum students. Enrolled in an NLN accredited masters program with a major in nursing administration.

(3) Program Administration. Through the publication of an annual program announcement, the Office of Academic Affairs (143C) invites select VA facilities, which meet specific criteria, to submit requests for student support. All information necessary for applying is outlined in this announcement, i.e., detailed criteria for site and student selection, student support, and appointment and pay procedures.

j. Summer Traineeships

(1) Program Description. The summer traineeship program is designed to provide funding support for students in specified associated health training programs during the summer months (between May 1 and September 30). Traineeships are

available for Audiology and Speech Pathology (masters level); Psychology Practicum (Pre-internship, masters or doctoral levels); and Social Work (masters level). The program is designed to help those VA health care facilities that, due to their distance from schools, are unable to recruit students for training during the regular academic year and are therefore deprived of potential applicants for employment. Additionally, the program allows some

flexibility to academic institutions which have problems placing students for block periods of time during the regular school year, and allows VA facilities more flexibility in appointing students during the fiscal year.

(2) Appointments. Students may be appointed on a per annum basis for a minimum of 240 hours to a maximum of 500 hours between May 1 and September 30, of each fiscal year.

(3) Program Administration. Funding support for this special program is offered on a nonrecurring annual basis depending upon the availability of associated health training funds. Funds availability will be announced, usually in December, by the Office of Academic Affairs. At that time, interested facilities may apply for summer traineeships following the format prescribed in paragraph 2.47b.

2.47 FUNDING FOR ASSOCIATED HEALTH PROFESSIONS

Summer traineeships for Associated Health Professions Students in Affiliated Education Program, RCS 10-0147.

a. All programs for which student funding is requested must meet the requirements outlined in M-8, part I, paragraphs 2.03, 2.06 and 2.07; and part II, paragraphs 2.07, 2.08 and 2.09. Approval letters for funded training program must be on file in the Office of Academic Affairs (143C).

b. Chief of services or divisions should be directly involved in the planning of proposed summer traineeships. It is recommended that the Associate Chief of Staff for Education, Allied Health Coordinator, or, where these positions do not exist, the Chief of Staff serve as the VA facility's focal point for planning and coordinating the proposals.

c. Support for traineeships is available for the following disciplines/levels; Audiology and Speech Pathology (masters level); Psychology practicum (pre-internship, masters or doctoral levels); and Social Work (masters level).

d. Established per annum training rates for summer traineeship students are \$10,400 for masters level and \$12,480 for doctoral level. The rates for this summer training program differ from those established for individual discipline programs by VHS&RA Supplement to MP-5, part II, chapter 3. Actual salaries for these students will be the proportionate amounts of the above cited per annum training rates determined in the manner prescribed by the appropriate paragraph for VHS&RA Supplement to MP-5, part II, section A, chapter 3. Use MP-6, part V, Supplement No. 1.5 for PAID series titles and codes.

e. When a summer student's appointment is in excess of 90 days, in order to satisfy clinical requirements, the student would be entitled to annual leave accrual. In such a case, the student should be informed at the time of appointment and should be encouraged to utilize the annual leave. Funding amounts provided by the Office of Academic Affairs do not include dollars for lump sum annual leave payments. Therefore, it is important that students be encouraged to use all such leave prior to their termination. When a paid holiday occurs during the time of the student's appointment, and if the student is paid for the holiday pursuant to the provisions of VHS&RA Supplement, MP-5, part II, section A,

chapter 3, the hours involved will be included as part of the student's training hours.

f. Proposals for each discipline and level, for which funding support is being requested, must be prepared in duplicate (original and one copy) and include the following information:

(1) Number of student positions to be supported.

(2) Number of hours per week per student.

(3) Projected starting and termination dates.

(4) A brief description of any change(s) for the summer traineeship experience that may differ from the already approved program (subpar. (1)).

(5) Justifications, explanations, or other relevant information as they relate to the VA facility. Preference will be given to facilities that have the necessary staff to supervise students, but are unable to recruit them for training during the regular academic year because of their geographic location or the school's class schedules; special projects in VA priority areas such as geriatrics, substance abuse, and rehabilitation; students who need the summer training experience to fulfill their clinical education requirements; and students in those disciplines that VA facilities have difficulty recruiting.

g. Proposals must be submitted with a transmittal letter signed by the facility Director to reach the Office of academic Affairs (143C) no later than the 10th workday in February of each fiscal year. Without exception, requests to extend to this deadline cannot be honored. Proposals received after the deadline will be returned to the VA facility without action. Negative reports are not required.

h. VA facilities receiving traineeship allocations will be notified by TWX no later than April 1 of each fiscal year.

ASSOCIATED HEALTH PROFESSIONS
AFFILIATED EDUCATION PROGRAMS
DECENTRALIZED LISTING¹

Program

Biomedical Instrumentation and Machine Operation

Biomedical Clinical Engineer

(Baccalaureate)

Biomedical Instrumentation

Technician (Associate

Degree/Baccalaureate)

Electroencephalograph Technician

(Certificate)

Respiratory Therapist (Associate

Degree/Baccalaureate)

Respiratory Therapy Technician

(Certificate/Associate Degree)

Cardiovascular Profusionist

(Certificate/Associate

Degree/Baccalaureate)

Cardiovascular Technologist

(Associate Degree)

Chaplain (Baccalaureate/Masters/

Doctoral)

Dental Auxiliaries

Dental Assistant (Certificate/

Associate Degree)

Dental Hygienist (Associate Degree/

Baccalaureate)

Dental Laboratory Technician

(Certificate/Associate Degree)

Diagnostic Medical Sonographer

(Certificate/Diploma/Associate

Degree/Baccalaureate)

¹All educational levels, e.g., certificate, baccalaureate, etc., in this listing are WOC (without compensation) programs.

Nationally Recognized Accrediting Body

ABET (Accreditation Board for

Engineering and Technology)

ABET

CAHEA (Committee on Allied Health

Education and/Accreditation) of the

American Medical Association

CAHEA

CAHEA

CAHEA

CAHEA

A.
Association of Theological

Schools in the U.S. and Canada

B.
U.S. Catholic Conference

Commission on Certification and

Accreditation

C.
American Association of Bible

Colleges

D.
Association of Advanced

Rabbinical Talmudic Schools

E.
ACPE (Association for Clinical

Pastoral Education)

The Commission on Dental

Accreditation of the ADA (American
Dental Association)

The Commission on Dental

Accreditation of the ADA

The Commission on Dental

Accreditation of the ADA

CAHEA

Program

Dietetics

Coordinated Undergraduate Program
(CUP--Baccalaureate)

Dietetic Intern (Postbaccalaureate/
Masters) (Non-VA)

Medical and Clinical Laboratory

Cytotechnologist (Associate Degree/
Baccalaureate)

Histologic Technician/Technologist

(Certificate/Diploma/Associate

Degree/Baccalaureate)

Medical Laboratory Technician

(Certificate/Associate Degrees)

Medical Laboratory Technologist

(Baccalaureate)

Clinical Laboratory Specialist

(Baccalaureate/Masters)

Medical Records

Medical Records Administrator

(Baccalaureate/Masters)

Medical Records Technician (Associate

Degree)

Nuclear Medicine

Nuclear Medicine Technologist

(Certificate/Associate

Degree/Baccalaureate)

Nursing (All levels of Professional

Nursing and Licensing Practical

Nursing, *except* Doctoral and Master

Programs)

Occupational Therapist

(Baccalaureate/Masters)

Pharmacist

Pharmacist (Baccalaureate/Doctoral)

Physical Therapy-Physical Therapist

(Baccalaureate/Masters)

Physical Therapist Assistant

(Certificate/Associate Degree)

Nationally Recognized Accrediting Body

ADA (American Dietetic Association)

ADA

CAHEA

CAHEA

CAHEA

CAHEA

CAHEA

CAHEA

CAHEA

CAHEA

NLN (National League for Nursing)

CAHEA

ACPE (American Council on

Pharmaceutic Education)

APTA (American Physical Therapy

Association)

APTA

Optometry

Optometrist (Doctoral)

Optometric Technologist (Associate

Degree)

Pharmacist (Baccalaureate/Doctoral)

Physician Assistant

Certificate/Diploma/Associate

Degree/Baccalaureate

Podiatrist (Doctoral)

Radiation Therapy

Technologist/Radiographer

(Certificate/Associate Degree/

Baccalaureate)

Surgical Auxilliaris

Surgical Technologist

(Certificate/Diploma/Associate

Degree)

Surgeon Assistant

(Certificate/Associate Degree/

Baccalaureate)

Emergency Medical Technician-

Paramedic (Certificate/

Associate Degree)

Ophthalmic Medical Assistant

(Certificate/Associate Degree)

Recreation

Art Therapist (Baccalaureate/Masters)

Music Therapist

(Baccalaureate/Masters)

Veterinary Science Technologist

(Associate Degree)

AOA (American Optometric Association)

AOA

ACPE

CAHEA

APMA (American Podiatric Medical

Association)

CAHEA

CAHEA

CAHEA

CAHEA

CAHEA

National Association of Schools of Art and Design

National Association of Schools of Music

American Veterinary Medical Association

2B-131

**CENTRALIZED ASSOCIATED HEALTH PROFESSIONS
AFFILIATED EDUCATION PROGRAMS*
CATEGORY A**

WOC Disciplines/Educational Levels Without National Accrediting Bodies

Program

Alcohol/Drug Rehabilitation Counselor (Certificate/Associate

Degree/Baccalaureate/Masters)

Audiology/Speech Pathologist (Baccalaureate/Clinical Fellow/Doctoral

Cardiopulmonary Technician (Associate Degree)

Chaplain (Non-Degree)

Dietetics

Dietetic Student (Baccalaureate/Masters/Doctoral in Dietetics/Nutrition)

Dietetic Technician (Associate Degree)

Educational Therapist (Baccalaureate/Masters)

Gerontology (Masters/Doctoral)

Health Services Research and Development (Masters)

Library Technician (Associate Degree/Baccalaureate)

Manual Arts/Horticultural Therapist (Baccalaureate)

Medical Media

Medical Illustrator (Baccalaureate/Masters)

Medical Photographer (Certificate/Associate Degree/Baccalaureate)

Mental Health Associate (Associate Degree)

Nuclear Medicine Technologist (Masters/Doctoral)

Nurse (Doctoral)

Nursing Assistant/Nurses Aide (Certificate/Non-Degree)

Occupational Therapy Assistant (Certificate/Associate Degree)

Orthotist/Prosthetist (Certificate/Associate Degree/Baccalaureate)

Pathologist Assistant (Baccalaureate)

Pharmacist (Masters)

Pharmacy Technician (Certificate/Associate Degree)

Psychology

Baccalaureate

Terminal Masters (Masters programs which do not lead to a Doctoral Degree)

Postdoctoral Training

Recreation Therapist (Baccalaureate/Masters)

Recreation Assistant (Certificate/Associate Degree)

Social Worker (Doctoral)

Vocational Rehabilitation Counselor/Rehabilitation Counselor (Masters/Doctoral)

**All programs in appendix 2B (Categories A, B and C) must be forwarded for review and approval by the ACMD for Academic Affairs (141C).*

CENTRALIZED ASSOCIATED HEALTH PROFESSIONS
AFFILIATED EDUCATION PROGRAMS
CATEGORY B

Funded Disciplines/Educational Levels

Program

Audiology/Speech Pathologist (Masters)

(Doctoral--approved exceptions only)

Biomedical Clinical Engineer (Masters)

Clinical Nurse Specialist (Masters)

(Geriatrics, Psychiatric/Mental

Health, Rehabilitation)

Community Health Educator (Masters/

Doctoral)

Dietetic Internships

(Postbaccalaureate/Coordinated

Masters) (VA Internships)

Hospital Librarian (Masters)

Nurse Anesthetist (Certificate,

Baccalaureate, Masters)

Occupational Therapist

(Baccalaureate/Masters)(ITTG sites

only)

Optometry Resident (Postdoctoral) (VA

Residencies)

Pharmacy Resident (Masters/Post-Masters/

Doctoral/Postdoctoral) (VA Residencies)

Podiatry Resident (Postdoctoral) (VA

Residencies)

Psychology Intern (Doctoral)

Social Worker (Masters)

Nationally Recognized Accrediting Body

ASLHA (American Speech-Language-

Hearing Association)

ABET (Accreditation Board for

Engineering and Technology)

NLN (National League for Nursing)

CEPH (Council on Education for

Public Health)

ADA (American Dietetic Association)

ALA (American Library Association)

AANA (American Association of

Nurse Anesthetists)

CAHEA (Committee on Allied Health Education and Accreditation)

AOA (American Optometric Association)

ASHP (American Society of Hospital

Pharmacists)

APMA (American Podiatric Medical

Association)

APA (American Psychological

Association)

CSWE (Council on Social Work

Education)

CENTRALIZED ASSOCIATED HEALTH PROFESSIONS
AFFILIATED EDUCATION PROGRAMS
CATEGORY C

Special Funded Programs

Blind Rehabilitation Specialist (Masters) at VA Blind Rehabilitation
Centers/Clinics

ITTG (Interdisciplinary Team Training in Geriatrics)

GRECC Expansion

Geriatric Expansion

Gerontologic Nurse Fellowship (Doctoral)

Health Services Research and Development (Doctoral)

Maxillofacial Prosthetics Technician (Nondegree at VA Medical Center Wilmington,
DE, only)

Nursing Administration Practicum (Masters)

Summer Traineeships

