**Application Instructions for PEDSnet Scholars Program**

**1. Eligibility**

**1A. Institutions**

The applicant must have a full-time faculty appointment at one of the following founding or onboarding PEDSnet (pedsnet.org) institutions by July 2022:

* Boston Children’s Hospital;
* Children’s Hospital Colorado;
* Children’s Hospital of Philadelphia;
* Children’s National Hospital;
* Cincinnati Children’s Hospital Medical Center;
* Lurie Children's Hospital of Chicago
* Nationwide Children’s Hospital;
* Nemours Children’s Health;
* Seattle Children’s Hospital; and
* Stanford Children's Health.

**1B. Candidates**

Any candidate with the skills, knowledge, and resources necessary to carry out the proposed research is invited to work with their mentors and organization to develop an application for support. ***Individuals from underrepresented racial and ethnic groups as well as individuals with disabilities are encouraged to apply.***

By the time of award, the individual must be a citizen or a non-citizen national of the United States or have been lawfully admitted for permanent residence (i.e., possess a currently valid Permanent Resident Card USCIS Form I-551, or other legal verification of such status).

Candidates must have a doctoral degree. Such degrees include, but are not limited to, the MD, PhD, DO, DDS, DMD, and PharmD.

*For AHRQ K12 funding candidates only*

* **Please refer to the AHRQ program announcement (RFA-HS-17-012) for complete eligibility and exclusion details.**
* These inclusions/exclusions **do not apply** to those seeking institutional/extramural funded positions.

**1C. Number of Applications Per Institution**

Institutions are restricted to 3 nominations. All applicants may be considered for AHRQ K12 support. The PEDSnet Scholars Program Executive Committee has decision making authority for final scholar selection, historically allowing a PEDSnet institution receipt of no more than one AHRQ sponsorship.

Each institution will develop its own process and procedures for selecting applicants for the program. Please contact your institutional PEDSnet Scholars Program Executive Committee contact (see below for the list) for more information.

**2. Requirements**

**2A. Level of Effort**

Have a “full-time” faculty appointment at their institution by July 2022. Candidates are required to commit a minimum of 75% protected effort (i.e., a minimum of 9 person-months) to their program of career development. For institutional/other funded applicants ONLY, up to 25% of the 75% effort may include operations, QI, informatics, or other administrative responsibilities related to LHS activities. (The PEDSnet Scholars Program Director must approve these activities.) For the remaining 25% of full-time professional effort not covered by this award, candidates may engage in other duties (such as clinical care), as long as such duties do not interfere with or detract from the proposed career development program.

**2B. Mentorship Team**

Before submitting the application, the candidate must identify two mentors at their local institution, a scientific mentor, and a health systems operations leader mentor. The PEDSnet Scholar institutional lead may provide applicants with guidance.

A scientific mentor will supervise the proposed career development and research experience. In a letter of support, the mentor should document their expertise in the proposed area of research and demonstrate their commitment both to the career development of the candidate and to the direct supervision of the candidate's research. The scientific mentor’s NIH bio sketch should be submitted with the application. *For AHRQ funded scholars, scientific mentors should be offered an annual stipend of $5,000 from the research budget.*

A health system operations mentor is required. The purpose of the health system mentor is to assist the development of the Scholar’s knowledge base regarding how their health system operates, its strategy, its governance, and current learning activities that are designed to promote patient, clinician, and health system outcomes. Activities are likely to include periodic meetings with the mentor, connecting with other health system leaders to better understand their role in the organization, participation in health system committee meetings, such as quality, safety, strategic, and patient experience governance meetings and Board meetings, and review of institutional financial, strategic, and operational reports and documents. Learning health system scientists are “embedded” in the health systems they are studying. Thus, gaining a detailed understanding of the institutional context, its history, and its vision for the future are critical parts of Scholar training. The types of institutional roles that health system mentors may have include but are not limited to: Chief Executive Officer; Chief Operating Officer; Chief Medical Officer; Quality Officer; Safety Officer; Chief Nursing Officer; Population Health Leader; Strategy and Transformation Leader; Medical Affairs and Care Management Leader; and Chief Science Officer.

Lastly, given the program's focus on conducting Patient Centered Outcomes Research within health systems, scholars are required to engage parents and/or patients in their work. These individuals should be paid as consultants from training-related expenses.

**3. Program Support and Requirements**

**3A. Financial Support**

* Funding options:
  + **AHRQ K12 funding** (2-3 positions available): Up to $90,000 in salary support (plus fringe) per scholar per year; a minimum of $15,000 for training-related expenses;
    - Scholars will use a portion of training-related funds to cover costs for patient and family partners, travel to in-person program meetings each year, and a scientific mentor stipend; or
  + **Commitment from Institutional or other extramural funding** to cover required salary effort and research expenses (No more than 9 positions available)

**3B. Program Requirements**

Scholars will participate in training experiences that are designed to develop competency in learning health systems science and research. The program’s core curriculum will include material from AHRQ LHS research competencies, PCORI Methodology Standards, and exposure to other LHS related topics such as child/family-centered outcomes in observational and interventional research, stakeholder engagement, implementation science, applied informatics, leadership, and quality improvement. A fundamental premise of the required improvement or research project is that it is stakeholder driven and uses a learning health system framework.

Scholars will participate in mandatory monthly PEDSnet Scholar videoconferences which will be focused on delivery of core curriculum content. In addition, PEDSnet Scholars will participate in in-person training workshops each year (as permitted, given current institutional travel guidelines), on-line Improvement and Implementation Science Resources, and will conduct mentored research by a personal mentorship team that includes a research scientist, a health systems leader, and a scientist from another institution within PEDSnet.

**4. Application**

**4A. Application Components**

The following must be submitted as part of the application:

* Cover page- please use template
* Research and mentorship plan
* NIH/AHRQ bio sketch for applicant
* NIH/AHRQ bio sketch for research mentor
* Letter of support from research mentor
* Letter of support from health systems mentor
* Letter of support from candidate’s department chair

*A budget is not required at the time of submission, it will be requested after admission to the program.*

**4B. Scholar Project and Training Plan**

This will be a 7-page document, using no smaller than Arial 12-point font, 1-inch margins, and single spacing. References will not be included in the page count. The following lists the required sections for the application and suggested page limits.

* Overview (0.5 pages)
  + An executive summary of the proposed scholar project and mentorship plan.
* Candidate Statement (1 page)
  + Describe the candidate's career goals, commitment to learning health systems science and research and past educational, training, and research experiences related to those interests.
  + Provide evidence of the candidate’s potential to develop into an independent investigator.
* Scholar Project (5 pages)
  + Scholars have the option to propose either a research project or an improvement/implementation science project. In either case, the project should lead to manuscripts published in the peer reviewed press. All projects should be realistic and achievable within the timeframe of the training program. Applicants who choose to conduct an Improvement /Implementation project may wish to consult the Standards for QUality Improvement Reporting Excellence (SQUIRE) 2.0 Guidelines, or the Standards for Reporting Implementation Studies (StaRI) for direction.
  + Statement of the problem (0.5 pages)
    - Describe the health, health services, or health system problem that is being investigated and why it matters to health system stakeholders.
  + Specific aims (0.5 pages)

Describe the project’s goal, its specific aims, and the anticipated impact of the findings from the work.

* + Methods (4 pages)
    - Describe the data sources and data collection methods, study sample, variables and their construction, and analysis plan. In general, applicants should develop a project that leverages the data of their local institution and generates evidence that provides value to their health system. An extraction of multi-institutional PEDSnet data by the PEDSnet Coordinating Center requires significant resources and is **outside the scope of K12 funding**. If an applicant proposes to use the full PEDSnet database, the scholar must provide evidence that their local data science team could perform the data science analyses. This must be accompanied by a Letter of Support from the PEDSnet PI.
    - Describe the plan for engaging health system stakeholders (i.e., patients, parents, clinicians, and/or health system leaders). Engagement of patient/parent stakeholders is required. As part of the program curriculum participating scholars will be required to complete the PCORI engagement template, a resource to help research teams move from the planning stage to developing a roadmap for executing engagement activities.
    - Describe plans for implementing the results from this work within the candidate’s local institution.
    - Describe the relationship between the mentor's research and the candidate's proposed research plan.
    - Highlight the strengths and weaknesses of the proposed methods and alternatives that you may consider.
    - Describe the timeline and key milestones for the project.
    - List peer-reviewed manuscripts and other products that are anticipated to result from either the improvement/implementation project or research.
* Mentorship Plan (0.5 pages)
  + - Describe the rationale for selecting the research and health systems mentor and describe their qualifications.
    - Describe a plan that explains the nature of the supervision and mentoring that will occur during the proposed award period. Please describe the proposed health system activities that the candidate may observe/participate in.

**5. Application Process and Timeline**

The governance for the application process begins with the PEDSnet Scholars Program Executive Committee member at each PEDSnet institution, who may nominate up to 3 individuals. All nominations may be considered for AHRQ funded slots. The Scholars Program Executive Committee member from each PEDSnet institution will manage the potential local candidates, and the timeline for internal selection. It is estimated that the internal selection process would occur sometime between February- March 2022 to allow preparation of the final application due to the coordinating center by Friday May 6, 2022.

The PEDSnet Scholars Executive Committee will review all applications, and two committee members will interview each candidate via videoconference. Final selection will be based on the review process and other programmatic factors as determined by the PEDSnet Scholars Executive Committee.

**Timeline**

Applications are due May 6, 2022. Please email applications as a single PDF file, in the order of required sections described to: [pedsnet@email.chop.edu](mailto:pedsnet@email.chop.edu).

Funding and project start dates are July 1, 2022.

**6. PEDSnet Scholar Institutional Leads**

**For questions about application requirements and site nominations, please reach out to your Program Executive Committee member. PEDSnet principal investigators are also listed.**

\* Program Director/Co-Director

^ Program Executive Committee Member

+ PEDSnet Site Principal Investigator

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| *Boston Children's Hospital* |
| Donald Goldmann, MD\*^  Professor of Pediatrics Harvard Medical School Professor of Epidemiology, Harvard School of Public Health and Chief Scientific Officer Emeritus and Senior Fellow, Institute for Healthcare Improvement  Kathleen Walsh, MD MSc ^  Director of Patient Safety Research Core, General Pediatrics and Director of Harvard-Wide Pediatric Health Systems Research Fellowship, Harvard Medical School Professor of Epidemiology Harvard School of Public Health |
| *Children’s Hospital Colorado* |
| Suchitra Rao, MBBS, MSCS^+ Associate Professor of Pediatrics and Associate Medical Director of Infection Control, University of Colorado School of Medicine |
| *Children's Hospital of Philadelphia* |
| Christopher Forrest, MD PhD\*^+ Professor of Pediatrics and PEDSnet Director, Perelman School of Medicine University of Pennsylvania  Amy Kratchman, BA^ Senior Family Consultant, Children's Hospital of Philadelphia Research Institute  Gregory Tasian, MD, MSc, MSCE­­^  Associate Professor of Surgery and Epidemiology, Perelman School of Medicine University of Pennsylvania |
| *Children’s National Hospital* |
| Hiroki Morizono, PhD^ Associate Research Professor of Pediatrics and Genomics and Precision Medicine and Director of Biomedical Informatics, George Washington University School of Medicine and Health Sciences  Lisa M. Guay-Woodford, MD+ Professor of Pediatrics and Associate Vice President for Clinical and Translational Research The George Washington University School of Medicine and Health Sciences |
| *Cincinnati Children’s Hospital Medical Center* |
| Peter Margolis, MD PhD\*^+ Professor of Pediatrics and Co-Director James M. Anderson Center for Health Systems Excellence, University of Cincinnati College of Medicine |
| Lurie Children's Hospital of Chicago |
| Marc Rosenman, MD^+ Associate Professor of Pediatrics and Director of Chicago Area Patient Outcomes Research Network (CAPriCORN), Feinberg School of Medicine at Northwestern University |
| *Nationwide Children’s Hospital* |
| Katherine Deans, MD MHSc^ Professor of Pediatrics and Surgery, Ohio State University College of Medicine, and Chief Clinical Research Officer, Nationwide Children’s Hospital  Kelly Kelleher, MD MPH+ Professor of Pediatrics, Psychiatry and Public Health, Colleges of Medicine and Public Health at The Ohio State University and Vice President of Community Health and Services Research, Nationwide Children’s Hospital |
| *Nemours Children’s Health* |
| Timothy Bunnell, PhD^+ Director of Center for Pediatric Auditory and Speech Sciences and Director of Nemours Bioinformatics Core Lab, Head of Speech Research Lab, and Principal Research Scientist  Anne Kazak, PhD ABPP^+  Professor of Pediatrics, Sidney Kimmel Medical College at Thomas Jefferson University, Director, Nemours Center for Healthcare Delivery Science |
| *Seattle Children’s Hospital* |
| Dimitri Christakis MD MPH^+ Professor of Pediatrics, School of Medicine at University of Washington, Director, Center for Child Health, Behavior and Development |
| *Stanford Children’s Health* |
| Grace Lee, MD^+  Professor of Pediatrics, Stanford University School of Medicine, Associate Chief Medical Officer for Practice Innovation, Stanford Children’s Health |

**For general questions about PEDSnet Scholar program, please contact:**JeanHee Moon

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