



## Cal-SEARCH Site Application Frequently Asked Questions

*(Questions related to Cal-SEARCH are taken from emails and from the Site Technical Assistance Webinars held on January 7 and 13, 2010.)*

**Q1: Is it possible to participate in this program by hosting clinical rotations for residents only?**

A: Yes. The site application provides an opportunity for a potential site to indicate preferences for students/residents. See page five, section 3, question 4 of the sample application, found here:

[http://www.oshpd.ca.gov/HWDD/Cal-SEARCH/docs/Site\\_Application.pdf](http://www.oshpd.ca.gov/HWDD/Cal-SEARCH/docs/Site_Application.pdf)

You may also want to join one of our two scheduled site technical assistance webinars coming up on January 7<sup>th</sup>. Registration link:

<http://www.cPCA.org/programs/events/trainingRegister.cfm?LocationID=918> Registration

link for the January 13<sup>th</sup> webinar:

<http://www.cPCA.org/programs/events/trainingRegister.cfm?LocationID=919>

**Q2: If we are an organization with several sites, are we required to complete an application for each site, or just one for the organization as a whole?**

A: An organization would need to complete a separate application for each site as many of the questions are site specific. A sample of the site application can be found here:

[http://www.oshpd.ca.gov/HWDD/Cal-SEARCH/docs/Site\\_Application.pdf](http://www.oshpd.ca.gov/HWDD/Cal-SEARCH/docs/Site_Application.pdf)

**Q3: Is this only for new placements? Will we be allowed to apply for students we already are supervising, sometimes longer than the 4 - 6 week period?**

A: Potential students/residents and potential sites each participate in a separate application process. Accepted students/residents will be matched to accepted sites by the Cal-SEARCH team.

The student/resident application provides an opportunity for students/residents to indicate preferences for geographic location as well as type of clinic (starting on page 6). Students/residents are also given an opportunity to provide previous/ current experiences/rotations (see page 9). Information contained in both the student/resident and site applications will be used to match students/ residents to sites.

A sample of the student/resident application is located at this website:

[http://www.oshpd.ca.gov/HWDD/Cal-SEARCH/docs/Student-Resident\\_Application.pdf](http://www.oshpd.ca.gov/HWDD/Cal-SEARCH/docs/Student-Resident_Application.pdf)

You may want to also review the other materials that are available on the Cal-SEARCH website:

<http://www.oshpd.ca.gov/HWDD/Cal-SEARCH/index.html>

**Q4: I've attempted to open the Cal Search site but without any luck. I'm trying to open the following address: <http://www.oshpd.ca.gov/HWDD/Cal-SEARCH/index.html>. Is this correct or is there another website I should access for the application form and additional info?**

A: The above link is correct. If you are still having trouble, you might try going the long way through the following website: [www.oshpd.ca.gov](http://www.oshpd.ca.gov) and then...

Click on healthcare workforce tab across the top...

Click on the healthcare workforce development tab in the middle of the page...

Click on the second link down in the middle of the page...



## Cal-SEARCH Site Application Frequently Asked Questions

"NEW!! California Student/Resident Experiences and Rotations in Community Health (Cal-SEARCH)"

**Q5: What is the registration link for the January 13th site technical assistance webinar?**

A: REGISTRATION LINK:

<http://www.cPCA.org/programs/events/trainingDetails.cfm?LocationID=919>

You will need to enter your organizations name, address, city, and zipcode. Once you have registered for the WebEx event you will receive login information 24 hours prior to the event.

**Q6: Where can I find out more information about the Cal-SEARCH program?**

A: Refer to the following links:

<http://www.oshpd.ca.gov/HWDD/Cal-SEARCH/index.html>

Program Expectations and Guidelines:

[http://www.oshpd.ca.gov/HWDD/Cal-SEARCH/docs/Cal-SEARCH% 20 Expectations%20and%20Guidelines.pdf](http://www.oshpd.ca.gov/HWDD/Cal-SEARCH/docs/Cal-SEARCH%20Expectations%20and%20Guidelines.pdf)

Sample Student/Resident Application:

[http://www.oshpd.ca.gov/HWDD/Cal-SEARCH/docs/Student-Resident\\_Application.pdf](http://www.oshpd.ca.gov/HWDD/Cal-SEARCH/docs/Student-Resident_Application.pdf)

Sample Site Application:

[http://www.oshpd.ca.gov/HWDD/Cal-SEARCH/docs/Site\\_Application.pdf](http://www.oshpd.ca.gov/HWDD/Cal-SEARCH/docs/Site_Application.pdf)

**Q7: How do I register for the site application webinar for January 7, 2010?**

A: To register for the site application webinar on January 7, 2010, visit the following website:

<http://www.cPCA.org/programs/events/trainingRegister.cfm?LocationID=918>

You will need to enter your organizations name, address, city, and zipcode. Once you have registered for the WebEx event you will receive login information 24 hours prior to the event.

**Q8: Can a preceptor/mentor decide which student goes to which site?**

A: Yes. The site can assist in deciding how to place students/residents at the site but Cal-SEARCH will match the student/resident with the site and discipline. The site and the student/residents can state on the application or send in a separate sheet of paper indicating their desire to host a particular student but this does not guarantee that the student or site will be placed as requested. The site and the student/resident will need to apply separately.

**Q9: Some sites have primary care, OB/GYN and dental disciplines so the preceptors most likely will be different for each discipline. Do we include the doctors and list them separately on the site application?**

A: Yes. List all preceptors on the application from each discipline that will be assisting with the student/resident rotations and community project.

**Q10: We have 9 sites in two different counties. Do we need to list all preceptors at all sites?**

A: Each site will need to complete a site application because the applications are site specific. Preceptors must be identified for each site that they will be precepting students/residents.



## Cal-SEARCH Site Application Frequently Asked Questions

**Q11: What does the community project include and will the preceptors or mentors be involved in this process or does the student come up with their own project?**

A: The community projects may come from the site if a project has already been identified. Projects may include identifying a community health need, health fairs, screenings, and other ideas that come from the student/resident. Students/residents will work with a mentor and/or preceptor who will guide them through the community project. Participants will need to complete a 2-3 page summary of their project community project.

**Q12: Will the Cal-SEARCH Team send the student to the site?**

A: Yes. Once the sites have been identified students/residents will be matched to the site. The student/resident application provides an opportunity for students/residents to indicate preferences for geographic location as well as type of clinic (starting on page 6). Students/residents are also given an opportunity to provide previous/ current experiences/rotations (see page 9). Information contained in both the student/resident and site applications will be used to match students/residents to sites.

**Q13: Do we need to list every possible preceptor who might be involved with the students/residents?**

A: Yes. At some point we want to capture all the individuals who will be involved with the student/residents but if you have more names than can be provided on the application, fill in the primary preceptors and we will collect the names of additional preceptors at a later date.

**Q14: Can you provide a copy of the slide powerpoint presentation for us?**

A: Yes. The powerpoint presentation for the January 7<sup>th</sup> and 13<sup>th</sup> Technical Assistance Call will be placed on the Cal-SEARCH website after January 13<sup>th</sup>.  
<http://www.oshpd.ca.gov/HWDD/Cal-SEARCH/index.html>

**Q15: Our site is teaming up with providers based on time commitment. If one provider serves as preceptor and one as the mentor do these individuals have to apply on a separate application if they are only going to host one student/resident?**

A: Yes. The site can include the preceptor information in the preceptor section and the mentor information can be filled out in the mentor section. Contact information can be provided for both the preceptor and the mentor on one application. If the preceptor and the mentor are the same individual just put the same contact information in both the preceptor and mentor sections.

**Q16: We are a small rural clinic in California and want to know what the OSHPD contract deliverables will be?**

A: The contract deliverables will include some of the following:

- Be linked to an academic institution
- Identify staff who will function as student/resident preceptor or mentor
- Accommodate rotations of 4-6 weeks
- Oversee student/resident community project
- Ensure students/residents are exposed to delivering care to the underserved and working in multi-disciplinary teams
- Provide pre-and post experience information
- List number of students/residents hosting at site
- Includes payment process for \$1,000 per student/resident



## Cal-SEARCH Site Application Frequently Asked Questions

- Eligible site is MUA, HPSA, NHSC site

**Q17: If the health center has a student selected for their site can the site indicate this on the application?**

A: Yes. The site can state which student they would like but the student may not necessarily be placed at their site. A student/resident must fill out an application and state which site they would like to be placed and may not necessarily be placed at the site of their choice.

**Q18: What is the time commitment for the preceptor and mentor?**

A: The time frame will be based around the 4-6 week rotations. The preceptor is more involved with the student/resident on a daily basis and ensures that they are meeting their learning objectives. The mentor will meet on a semi-regular basis, face-to-face or by phone and will assist with the community project which will take place either during the rotation experience or within 30 days from completion of the rotation.

**Q19: We are a FQHC in a remote location, does Cal-SEARCH provide for lodging and student transportation?**

A: Cal-SEARCH will provide a student stipend of \$665 to student/resident upon completion of the rotation and community project to off set costs. If the site can provide lodging or transportation for a student/resident please indicate on the application or send an email to the Cal-SEARCH email site [Cal-SEARCH@oshpd.state.ca.us](mailto:Cal-SEARCH@oshpd.state.ca.us) and let the Cal-SEARCH Team know that your site will be able to house students and how many.

**Q20: What does it mean that a site will need to be linked to an academic institution?**

A: To ensure that students and residents receive encouragement and support for their clinical rotations certain academic learning behaviors need to be met. If the site currently does not have a relationship with an academic institution the site will not be disqualified but the site will need to cultivate or develop the relationship with the student's school. This relationship between the site and school will ensure that the student/resident receive a good clinical experience.

**Q21: When will the first students/residents be placed?**

A: The first rotations will begin in March and end in August.

**Q22: What is the time commitment for the mentor? This is not clear in the applications? Is there flexibility for the clinical time versus the community project? Need a specific time.**

A: There is no set time specifically on how many hours per day and no minimum numbers of hours for the community project or clinical rotations. Community project will need to be accomplished within 30 days of the clinical rotations. The student will need to complete a 2-3 page summary of their project which will include the student learning objectives as determined by Cal-SEARCH.

**Q23: How many students will be placed at a site?**

A: The number of students placed at a site will depend on the sites capacity to host students.



## Cal-SEARCH Site Application Frequently Asked Questions

**Q24: Will you expand rotations to year round?**

A: Yes. In the future Cal-SEARCH will consider hosting rotations year round. Since this is the first year that Cal-SEARCH is being offered there are certain deliverables that must be met to fulfill the grant requirements.

**Q25: Can we apply as a multi-site?**

A: Yes. Each site must complete a site application because the application is site specific. Multiple sites cannot apply on one application.

**Q26: Can a Nurse Practitioner (NP) be a preceptor to a Family Medicine student/resident?**

A: No. An NP cannot precept a Family Medicine Resident. The NP however, can serve as a mentor to the Family Medicine student/resident.

**Q27: How soon after the January 22, 2010 site deadline application will sites be notified of their eligibility for the Cal-SEARCH award?**

A: The Site Selection Team will review each application for eligibility around January 25, 2010. Each site applicant will receive a confirmation letter acknowledging application receipt as well as notification of the application results.

**Q28: Where can we get a copy of the site application?**

A: Yes. A .pdf version of the site application can be found on the Cal-SEARCH website at: <http://www.oshpd.ca.gov/HWDD/Cal-SEARCH/index.html> or [http://www.oshpd.ca.gov/HWDD/Cal-SEARCH/docs/Site\\_Application.pdf](http://www.oshpd.ca.gov/HWDD/Cal-SEARCH/docs/Site_Application.pdf). The .pdf version is only to be used as a reference. No hard copies are being accepted. Please apply on line through the survey monkey.

**Q29: If you are not a medically underserved area (MUA) or health professional shortage area (HPSA) site, can you apply to host Cal-SEARCH students/residents?**

A: No. A site must be in located in an HPSA or a MUA. If you don't know if your site qualifies we can locate this information for you. Send a request through the Cal-SEARCH email at [Cal-SEARCH@oshpd.state.ca.us](mailto:Cal-SEARCH@oshpd.state.ca.us) so we can assist you.

**Q30: If a site is not a HPSA or MUA but serves a medically underserved population (MUP), can the site apply to host Cal-SEARCH students/residents?**

A: No. Serving a MUP does not qualify. A site must be located in a HPSA or MUA to apply.

**Q31: What is the stipend amount for the site and for the student/resident?**

A: The site will be awarded \$1,000 per student/resident. The student/resident will receive \$655 upon completion of their rotation and community project.

**Q32: If the community clinic has an existing relationship with a student(s), does the student(s) also have to apply?**

A: Yes. The site can indicate on their application that they are requesting these students to complete the rotation at their site. The student must also apply to complete the rotation and can indicate that they want to be placed at a particular site. This request can also be sent to the Cal-SEARCH email at [Cal-SEARCH@oshpd.state.ca.us](mailto:Cal-SEARCH@oshpd.state.ca.us) or with the other documents that need to be sent to complete the application.



## Cal-SEARCH Site Application Frequently Asked Questions

**Q33: What kinds of academic disciplines do the students/residents need to be enrolled in to be able to participate in the 4-6 week rotations?**

A: CCHC sites throughout the state of California, currently offer placements for students and residents enrolled in one of the following programs:

- Dental Hygiene
- Dentistry
- Family Medicine
- Internal Medicine
- Nurse Practitioner
- Ob/Gyn
- Pediatrics
- Physician Assistants

The following additional disciplines are encouraged to apply, and will be considered as space is available: Certified Nurse-Midwives, Clinical Psychologists, Clinical Social workers, Marriage and family Therapists, Psychiatric Nurse Specialists, and Psychiatry.