

Health Careers Exploration Program (HCEP): Technical Assistance Webinar

September 9, 2024

Agenda

Office of Health Workforce Development & Health Careers Exploration Program (HCEP) Overview

Wahida Nawab, Grants Management Section Chief, Office of Health Workforce Development

HCEP Program Elements & Key Dates

Elvira Chairez, Program Officer

HCEP Application Scoring Criteria

Elvira Chairez, Program Officer

HCEP Program Provisions

Elvira Chairez, Program Officer

Questions & Answers

Christopher Roina, Communication Analyst, Operations Unit

Closing Remarks

Wahida Nawab, Grants Management Section Chief, Office of Health Workforce Development

Housekeeping & Introduction

1. This webinar is hosted in Microsoft Teams; if you're not familiar with the platform, you can find the camera, microphone, chat, and view controls in the menu bar at the top of your screens.
2. The chat option will be open for asking questions during the Q&A session which is at the end of this webinar.
3. This webinar will be recorded and will be available within 7-10 business days.

HCAI and Health Careers Exploration Program: Overview

Wahida Nawab, Grants Management Section Chief, Office of Health Workforce Development

HCAI's Vision and Mission



Vision

A healthier California where all receive equitable, affordable, and quality health care.

Mission

HCAI expands equitable access to quality, affordable health care for all Californians through resilient facilities, actionable information, and the health workforce each community needs.

Health Workforce Development

- **Support and increase a health workforce that:**
 - Serves medically underserved areas.
 - Represents the California it serves through racial and language diversity.
 - Serves Medi-Cal members.
- **Offer programs that provide financial support for:**
 - Organizations expanding educational capacity.
 - Individuals to pursue health careers (scholarship and loan repayment).
 - Organizations to build the workforce pipeline.



Health Careers Exploration Program (HCEP) Overview

Program Purpose

- Pursuant to the Health Professions Careers Opportunity Program, Health and Safety Code Section 127885, et. seq., the Department of Health Care Access and Information (HCAI) will consider applications for the Health Careers Exploration Program (HCEP) that support and encourage underrepresented and disadvantaged individuals to pursue health careers to develop a more culturally and linguistically competent healthcare workforce.

HCEP Goals

Competitive proposals will demonstrate a commitment to the HCEP goals by implementing one or more of the following components:

- Conducting a conference and/or workshop series aimed at informing individuals of opportunities in health professional careers.
- Providing support and technical assistance to health professional schools and colleges, as well as to student and community organizations active in minority health professional development.
- Conducting relevant workforce research and data analysis in the field of minority and disadvantaged health professional development.

HCEP Program Elements & Key Dates

Elvira Chairez, Program Officer

HCEP Eligible Health Professions

- Proposals must promote eligible health professions:
 - Primary Care
 - Behavioral Health
 - Caring for Older Adults
 - Nursing
 - Oral Health
 - Allied Health

Award Categories

<u>Award Category</u>	<u>Description</u>
Award Category A: Health Career Conferences and/or Workshops	<p>Award Category A focuses on introducing participants to a wide variety of health career options by offering health “career fair” experiences and/or workshops.</p> <p>Eligible programs must support a minimum of 100 participants.</p>
Award Category B: Hands-On Experience in Healthcare	<p>Award Category B focuses on direct exposure of participants to one or more health careers through hands-on experience that includes direct interaction with healthcare professionals in real or simulated healthcare settings.</p> <p>Eligible programs must support a minimum of 50 participants.</p>

HCEP Eligible Organizations

<u>Award Category</u>	<u>Eligible Organizations</u>
Award Category A: Health Career Conferences and/or Workshops	HCAI will accept proposals from public and private nonprofit organizations located within California. A nonprofit organization is an organization exempt from taxation under Section 501(c)(3) of the Internal Revenue Code. HCAI will validate the organization's non-profit status with the IRS as an eligibility component.
Award Category B: Hands-On Experience in Healthcare	Individuals are not eligible to apply.

Award Amounts

<u>Award Category</u>	<u>Maximum Level Awards</u>
Award Category A: Health Career Conferences and/or Workshops	<ul style="list-style-type: none">• \$12,000 for Category A or \$20,000 with a focus on behavioral health and/or caring for older adults health careers (at least 50 percent).• A minimum of 100 participants are required.
Award Category B: Hands-on Experience in Healthcare	<ul style="list-style-type: none">• \$15,000 for Category B or \$25,000 with a focus on behavioral health and/or caring for older adults health careers (at least 50 percent).• A minimum of 50 participants are required.

Key Dates

Event	Date
Application Available	August 16, 2024 at 3:00 p.m.
Technical Assistance Webinar	September 5, 2024 at 10:00 a.m.
Application Submission Deadline	October 16, 2024 at 3:00 p.m.
Anticipated Award Notice Date	January 2025
Anticipated Grant Agreement Start Date	February 1, 2025
Anticipated Grant Agreement End Date	January 31, 2026

HCEP Evaluation & Application Scoring Procedures

Elvira Chairez, Program Officer

Evaluation and Scoring Procedures

- At the time of application closing, HCAI will review each application for the presence or absence of required information to conform with the application submission requirements.
- HCAI may reject applications that contain false or misleading information.
- HCAI will use the evaluation criteria described in the Grant Guide to score applications.

Scoring Criteria

Section	Evaluation and Scoring Criteria	Max Points Available
<p>Category A: 100 minimum participants required. Category B: 50 minimum participants required.</p>		
<p>Program Information</p>	<p>Will the applicant’s proposed program take place at a program site in a Health Professional Shortage Area (HPSA)? Additional points for program site(s) in a rural area.</p> <p>15 points: The applicant’s proposed program has 50% or more of its proposed program sites in a HPSA. 10 points: The applicant’s proposed program has 50% or more proposed program sites in a rural area.</p>	<p>25 points</p>
<p>Program Proposal</p>	<p>How will the applicant’s program address the challenges specific to the target program participants/demographics?</p> <p>2 points for each of the following items (up to 20 points):</p> <ul style="list-style-type: none"> • Provide financial aid information. • Provide internships and summer enrichment programs. • Provide wraparound services. • Form institutional partnerships. • Provide structured cohort program. • Provide academic counseling/academic preparation. • Hire faculty from disadvantaged backgrounds. • Offer some of the program components online. • Expose students to health care careers. • Provide mentoring opportunities with peers and/or healthcare professionals from diverse backgrounds. • Provide workshops focused on mental/behavioral health issues, including suicide prevention. • Provide free transportation to conferences, workshops, career fair, or other event. • Provide training on virtual workshops and/or meetings. • Provide college and healthcare facility tours. 	<p>20 points</p>

Scoring Criteria – cont.

Section	Evaluation and Criteria	Max Points Available
Program Proposal	<p>How will the applicant’s proposed program be culturally and/or linguistically responsive to program participants?</p> <p>2 points for each of the following items (up to 20 points):</p> <ul style="list-style-type: none"> • Hire staff members who are bilingual. • Hire staff members trained to promote equity, inclusivity, and awareness of cultural differences in personnel interactions and behaviors among California’s culturally diverse populations. • Provide program staff with cultural competency resources and training materials. • Program leaders who participate in the program come from similar cultural backgrounds as the students who participate in the program. • Consult with leading experts in cultural competency to review program curriculum/activities and provide technical assistance. • Engage community stakeholders from diverse cultural background in program development. • Draw on participant’s culture to shape curriculum and instruction. • Conduct regular community needs assessments and use results to adopt trainings/workshops that respond to the cultural and linguistic diversity of program participants. • Include a diverse group of speakers at proposed conferences and/or career fairs. • Provide conference materials, website postings, etc. in various languages. 	20 points max

Scoring Criteria – cont.

Section	Evaluation and Criteria	Max Points Available
Program Information	<p>The applicant has experience exposing the following individuals to primary care, caring for older adults, behavioral health, and/or other health careers?</p> <p>5 points for each of the following individuals:</p> <ul style="list-style-type: none"> • Economically disadvantaged individuals • Educationally/environmentally disadvantaged individuals • Individuals from HPSAs 	15 points
Program Proposal	<p>Does the applicant support individuals from the following groups?</p> <p>2 points for each of the following groups (up to 14 points):</p> <ul style="list-style-type: none"> • Former/current Justice System-Involved Youth • Former/current Homeless/Unhoused/Underhoused Youth • Former Foster Youth • Economically disadvantaged • Educationally/environmentally disadvantaged • Individuals from Health Professional Shortage Areas • Individuals with few literacy skills, or not literate 	14 points
Program Information	<p>How many years of experience does the applicant have exposing underrepresented individuals to primary care, caring for older adults, behavioral health, and/or other health careers?</p> <p>10 points: More than 10 years of experience. 5 points: 1-10 years of experience.</p>	10 points

Scoring Criteria – cont.

Section	Evaluation and Criteria	Max Points Available
Program Information	<p>Does the applicant propose to promote primary care, caring for older adults, behavioral health, and/or other health careers?</p> <p>5 points: Focus on primary care (at least 50%) 5 points: Focus on caring for older adults (at least 50%) 5 points: Focus on behavioral health (at least 50%) 0 points: Other health careers</p>	10 points
Organization Background	<p>Does the applicant identify specific program objectives that support the intent of the HCEP?</p> <p>10 points: The applicant identifies at least 5 specific program objectives. 5 points: The applicant identifies at least 1-4 specific program objectives. 0 points: The applicant does not identify any specific program objectives.</p> <ul style="list-style-type: none"> • Conducting a conference and/or workshop series aimed at informing individuals of opportunities in health professional careers. • Providing support and technical assistance to health professional schools and colleges, as well as to student and community organizations active in health professional development of underrepresented groups. • Conducting relevant workforce research and data analysis in the health professional development of underrepresented groups. • Providing participants with access to virtual tours, mentoring, and job shadowing. • Creating volunteer opportunities in primary and other healthcare fields for participants. • Exposing participants to key skills, work ethics, and fundamental elements of a diverse healthcare workforce. • Providing career development training opportunities focused on interviewing, setting goals, and networking. 	10 points

Scoring Criteria – cont.

Section	Evaluation and Criteria	Max Points Available
Program Proposal	<p>Does the applicant identify how they will encourage primary care, caring for older adults, behavioral health, and/or other health careers?</p> <p>2 points for each of the following items:</p> <ul style="list-style-type: none">• Will expose students to research on how pandemics affect vulnerable populations.• Will expose students to aspects of health care practices and policies affecting professional shortage areas and health disparities organizations active in health professional development of underrepresented groups.• Will engage participants in relevant/motivating health care programming including workshops, panels, field trips, mentoring, mock interviews, and networking.• Will support first generation and/or underrepresented college students with intensive in-person or virtual leadership.• Will provide students with ‘testimonials’ from previous HCEP recipients regarding positive experiences and benefits working in the healthcare environment.	

Scoring Criteria – cont.

Section	Evaluation and Criteria	Max Points Available
Program Activities	<p>Does the applicant’s program include any of the following activities?</p> <p>2 points for each of the following listed activities in the program (up to 10 points):</p> <ul style="list-style-type: none"> • Healthcare facility tour • Extended individualized mentoring (multiple interactions with mentor over weeks or months) • Job shadowing a healthcare provider • Tour of a college or university • Opportunity for program participants to volunteer in healthcare field • Structured cohort programs (enrichment, career, internships, summer research, graduate school/medical school preparation) • Engagement with health professions school and residency programs • Student health clubs • Courses (Science and Health careers) • Financial and funding education workshops 	

Scoring Criteria – cont.

Secion	Evaluation and Criteria	Max Points Available
<p>Proram Actities</p>	<p>Does the applicant’s program include any of the following activities?</p> <p>2 points for each of the following listed activities in the program (up to 10 points):</p> <ul style="list-style-type: none"> • Newsletters • Research and community experiences • Web based and social media support • Student coordinators and case managers • Tutoring • Parental/family engagement • Conferences (hosted and external) • Test Preparation (SAT, GRE, MCAT, DAT, etc.) • Mental health awareness and support • Assistance with health professions school application • Saturday academies or retreats • Housing assistance • Scholarship assistance • Guaranteed income • Mentorship 	<p>10 points</p>

Scoring Criteria – cont.

Section	Evaluation and Criteria	Max Points Available
Program Activities	<p>How many activity days per year does the applicant’s program include?</p> <p>10 points: Program participants will attend 5 or more activity days per year. 5 points: Program participants will attend 3-4 activity days per year. 2 points: Program participants will attend 1-2 activity days per year. 0 points: Program participants will not attend any activity days.</p>	10 points
Mentorship	<p>Will the applicant's proposed program provide students with access to internships, fellowships, or shadowing hours in primary care, caring for older adults, behavioral health, and/or other health career fields?</p> <p>10 points: Yes 0 points: No</p>	10 points
Academic Support	<p>Will the applicant's proposed program provide the following services to support the students' academic success?</p> <p>2 points for each of the following items:</p> <ul style="list-style-type: none"> • Academic tutoring • Provide academic supplies • Provide guidance and assistance in applying to HCAI scholarship opportunities • Provide guidance and assistance in applying to general scholarship opportunities 	8 points max
	Total Points Possible	172

HCEP Grant Application Process

Elvira Chairez, Program Officer

Application Components

The application has twelve sections:

1. General Information
2. Program Information
3. Add Partnering Organization
4. Add Program Sites
5. Percentage of Health Careers
6. Program Proposal
7. Program Objectives
8. Qualitative Questions (Three)
9. Organizational Experience
10. Services
11. Program Budget
12. Contract Administration
13. Assurances

Budget Detail

Grant Program Activity	FY 24-25
Advertising	\$XXXXXXX
Meals	\$XXXXXXX
Supplies	\$XXXXXXX
Transportation	\$XXXXXXX
Facility Costs	\$XXXXXXX
Indirect Costs (Total shall not exceed 15 percent of the total grant amount)	\$XXXXXXX
Total	\$XXXXXXX

Post-Award and Payment Provisions

- HCAI expects the Grantee to begin performance of the Grant Agreement on the start date listed on the grant award documents.
- The State Controller's Office mails a paper check directly to the Grantee's address on file. ***Please ensure HCAI has your organization's most recent address (must match the address you have filed with the IRS) to avoid delays in payments.***
 - ***NOTE: This address must also match with the address Grantees provide on the STD 204, Payee Data Record, which is a required document.***
- Grantees must abide by the schedule of the deliverables.
 - HCAI **will not** make changes to **any** terms and conditions specified in the Grant Agreement. If your organization is awarded but refuses to sign the required Grant Agreement documents by the deadline, you may lose your award. Extensions to this deadline **will not be considered**.
- HCAI reserves the right to recover monies for a Grantee's failure to perform services and other grant agreement obligations.

Questions & Answers

Christopher Roina, Communication Analyst, Operations Unit

Closing Remarks

Wahida Nawab, Grants Management Section Chief, Office of Health Workforce Development

Follow Us!



Website



Twitter



Facebook



YouTube



LinkedIn

**#WeAreHCAI #HCAI #HealthWorkforce
#HealthFacilities #HealthInformation**

Sign Up to our Newsletter!



<https://hcai.ca.gov/mailing-list/>

Contact Us!

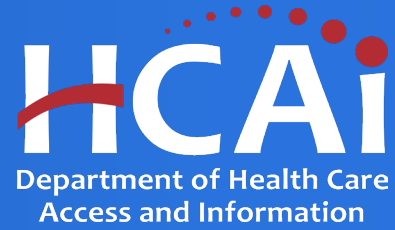


Phone (916) 326-3700



Email HPCOP@hcai.ca.gov

**#WeAreHCAI #HCAI #HealthWorkforce
#HealthFacilities #HealthInformation**



Thank You!

For further questions, please email
HPCOP@hcai.ca.gov