

2023-2024
Indian Health Service
Injury and Violence Prevention (IVP)
Fellowship

Program Summary

Applications due Sunday, December 4, 2022



2023-2024 IHS IVP Fellowship Program Summary

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Injury and Violence Prevention Fellowship Overview

The IHS Injury and Violence Prevention (IVP) Fellowship provides practical knowledge and skills for injury and violence prevention practitioners working in American Indian and Alaska Native (AI/AN) communities. The IVP Fellowship builds on learning obtained from IHS IVP Courses 1, 2, and 3, and the prior experiences of participants. Fellowship participants develop their IVP skills by planning, implementing, preparing a report, and presenting results for one of three types of projects aligned with the public health approach: 1) Problem Analysis; 2) Program Planning; or 3) Program Evaluation.

Fellowship Program Objectives

The 2023-2024 Fellowship will occur between January 2023 and May 2024. By the end of the Fellowship, participants will be able to:

1. Search and review published literature to summarize the burden, risk/protective factors, and/or potential strategies to prevent an AI/AN injury/violence problem
2. Identify an IVP project type, develop guiding questions, and outline implementation methods
3. Plan and manage an IVP project's activities/tasks
4. Prepare and submit requests and/or proposals to attain necessary approvals for the project (e.g., tribal, organizational, institutional review board (IRB))
5. Plan for data collection by identifying sampling methods and estimating sample size needed to conduct analysis and answer project questions
6. Manage project data (collection, secure storage, cleaning, documentation, and archival/termination)
7. Analyze primary and/or secondary data using appropriate statistical methods to descriptively summarize the data and answer inferential questions as appropriate
8. Write a formal report and develop a conference-quality presentation to disseminate project results
9. Develop community-oriented materials to disseminate project results to tribal stakeholders

Fellowship objectives align with select [Core Competencies for Injury and Violence Prevention Practitioners](#), developed for the injury/violence field.

Fellowship Projects

Fellowship participants are required to complete a project related to an injury or violence problem among American Indians/Alaska Natives. Fellowship projects can focus on unintentional injury or intentional injury (violence) and should align with one of three project types:

1. **Problem Analysis:** Descriptively analyze and compare multiple I/V problems in general, OR identify and descriptively analyze one problem in detail, including the risk/protective factors that influence the problem.
2. **Program Planning:** Identify an EBI to prevent/reduce the problem; plan how to implement the program; pilot-test the program; conduct a process evaluation to help improve implementation.
3. **Program Evaluation:** Evaluate a program you will implement OR evaluate a program implemented by others (currently or in the past). Use both process and outcome evaluation methods.

[Appendix A](#) provides a list of example Fellowship project titles.

Prior to applying to the Fellowship, prospective applicants are required to watch a [pre-application webinar](#) beginning August 8, 2022.



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The webinar: a) summarizes the IVP Fellowship Program; b) describes three Fellowship project types; c) provides a template and examples to develop a *Project Idea*; and d) describes instructions to upload your *Project Idea* and to schedule a required consultation with the IP Program Academic Advisors and your project mentor (or Area IP Specialist if your mentor has not been identified) to discuss your *Project Idea*.

During the distance-based consultation (conducted via Zoom), the prospective applicant will receive feedback about their *Project Idea*. In follow-up, the applicant will make revisions to the *Project Idea* and submit it as part of the online Fellowship application. Scheduling of consultations with the Academic Advisor team will occur between September 19 and November 23, 2022.

Pre-application consultations with the IHS IP Academic Advisor team and mentor (or Area IP Specialist/Point of Contact) must occur between September 19 and November 23, 2022.

Prerequisites and Financial Support

All of the following prerequisites must be completed or obtained **by the time applications are submitted**:

- At least 2 years of experience in public health, or at least 1 year of experience working in injury or violence prevention
- Completion of IHS IVP Courses 1, 2 and 3 offered in 2021 or later. *Exceptions for only the 2023-2024 class: Prospective applicants who attended Course 1 or 2 prior to 2021 and have been working in IP for ~3 years are **strongly encouraged** to attend a revised Course 1 or 2, even if out of sequence (e.g., Nov. 2022 in-person Course 1, another Area-sponsored online Course 1, and/or June 2022 PHX Area online Course 2). If this is not possible, the Area's IP Specialist should consider the extent of the applicant's knowledge and experience to determine eligibility to apply.*

Applicants can be employed by tribes, tribal organizations, and/or the Indian Health Service. Arrangements can also be made to accept participants from other federal, state, or local agencies (e.g., state or local health departments; urban Indian research centers; US Coast Guard; NIOSH). Applicants from tribes who have compacted under the Self-Governance provisions of *Public Law 93-638* will be considered along with those from non-compacting tribes.

IHS Area Offices will provide the funding for Fellowship participants' travel, per diem, and optional continuing education opportunity costs, with the exception of participants from self-governance compact tribes that have taken their training shares from IHS. These tribes are responsible for paying all travel, per diem, and tuition expenses for their participants. Financial arrangements for non-IHS candidates are considered on a case-by-case basis.

Applicants need to have broadband Internet access at home or work and to have access to a laptop to participate in the Fellowship, particularly for use during in-person and distance-based synchronous and asynchronous sessions.



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Fellowship Schedule and Content

The 2023-2024 Fellowship will include four project phases (i.e., Planning, Implementation, Results, Deliverables) during which Fellows will:

- Participate in synchronous and asynchronous distance-learning sessions
- Attend three in-person learning sessions (CDC, Field, Symposium) requiring approximately 3 weeks away from their job sites
- Complete project tasks and submit interim deliverables (e.g., drafts of project report sections)
- Participate in scheduled mentor/Academic Advisor progress checks
- Develop a project report
- Present a summary of their project in Rockville, MD in May 2024 (dates TBD) at the *IHS IVP Fellowship Symposium*, attended by IHS staff, injury prevention program consultants, and other guests.

The current order and timing of in-person and distance-based sessions (subject to modification) are summarized in Table 1. For a program timeline, please refer to [Appendix B](#).

Table 1. 2023-2024 Fellowship Schedule.

Project Completion Phases and Sessions	Project Completion Phase Dates	
Planning (Distance A and In-person 1) 1. Course Introduction/Overview (Distance A1-Sync) 2. Literature Review (Distance A2-Sync) 3. Project Purpose, Questions, Design (e.g., project description) (Distance A3-Sync) 4. Planning an IVP Project (Distance A4-Sync) 5. Project Approvals/IRB (Distance A5-Async) 6. Sources of Error (Distance A6-Async) 7. Descriptive Epidemiology (Distance A7-Async) 8. Fellows introduce projects (In-person 1-CDC-1) 9. Project Management (Part 1) (In-person 1-CDC-2) 10. Sampling (In-person 1-CDC-3) 11. Data Collection (In-person 1-CDC-4)	2023 Jan-May	
Implementation (Distance B and In-person 2) 1. Data Management (Distance B1-Sync) 2. Project Management (Part 2) (Distance B2-Sync) 3. Field Course (In-person 2)	2023 Jun-Oct	
Results (Distance C) 1. Quantitative/Qualitative Data Analysis (Distance C1-Sync) 2. Basic Statistical Techniques (Distance C2 to C4-Async)	2023-2024 Nov-Jan	
Deliverables (Distance D and In-person 3) 1. Dissemination (Part 1) – Reporting Results 2. Dissemination (Part 2) – Scientific Audience 3. Dissemination (Part 3) – Tribal Audience 4. Fellowship Symposium (In-person 3)	2024 Feb-May	

Fellowship participation requires approximately 5-10 hours per week of work related to your project (including participation in and completing ‘homework’ assignments for distance-learning sessions). Time needed to complete these activities might exceed regular work hours.



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Continuing Education Opportunity

As part of their Fellowship experience, Fellows will be offered the opportunity to participate in one of two types of optional continuing education:

- Less-intensive option: attend a conference during the Fellowship or after the Fellowship Symposium (must be completed by the end of 2024 calendar year), OR
- More-intensive option: enroll in a university-based course after the Fellowship Symposium (must be completed by end of the 2024 calendar year).

The online application will provide a list of the opportunities available for the 2023-2024 Fellowship and require applicants to identify (for budget planning purposes) if they plan to participate in a continuing education opportunity and which opportunity they want to attend.

Mentor, Academic Advisor, and Other Support Roles

Each Fellow will need to work with the Area IP Specialist/Point of Contact to identify a local Mentor for your project. That person can be an IHS Injury Prevention Specialist (e.g., at the Area or District level) or another IHS or tribal employee (e.g., a supervisor, colleague, past Fellowship graduate). The Mentor's role is to assist the Fellow in clarifying the *Project Idea*, planning the project (including timelines), meeting deadlines, and providing guidance during the project activities.

The Fellowship will be facilitated by an academic advisor team contracted by the IHS Injury Prevention Program from the University of North Carolina at Chapel Hill's Gillings School of Global Public Health. The UNC team, including Dr. Carolyn Crump, Mr. Robert Letourneau, MPH, and Mr. James Emery, MPH, will work in consultation with the Acting IHS IP Program Manager.

Table 2 summarizes roles and responsibilities of mentors, academic advisors, and other entities.

Table 2. Fellowship Roles.

Entity	Roles and Responsibilities
1. Mentors	<ol style="list-style-type: none">Assist Fellow with development of project idea. ¹Work with academic advisors to approve project prior to application.Attend selected distance sessions.Provide feedback about accepted Fellow's project plan.Assist in obtaining necessary IHS, tribal, and/or state approvals for project and data use.Provide Fellow with consistent, on-going support and practical advice and encouragement for project, including referring Fellow to other resource persons when appropriate.Contact Fellow regularly to address questions, problems, and next steps.Identify barriers and discuss with Fellow, Area Specialist, and/or Academic Advisors.Monitor/evaluate Fellow's project progress (e.g., adherence to timelines, project quality).Participate in Progress Check-In sessions with academic advisors.Review Fellow's draft deliverables prior to submission to academic advisors.

¹ To be determined if applicant is from a Tribe that has 638-contracted its EH/IP services.



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Table 2. Fellowship Roles (continued).

Entity	Roles and Responsibilities
2. Academic Advisors	<ul style="list-style-type: none"> a. Provide pre-application webinar. b. Assist Fellow, Mentor, Area IP Specialist with development of project idea. a. Coordinate application review committee to review/score Fellowship applications. c. Plan, coordinate, and deliver in-person sessions. d. Plan and deliver distance-based sessions. e. Plan and conduct Progress check-In sessions with Fellows/Mentors during Fellowship. f. Provide technical/scientific guidance for project design, project management, analysis, interpretation, and reporting. g. Provide feedback on interim deliverables (e.g., structure, content, accuracy, writing style).
3. ESHC staff	<ul style="list-style-type: none"> a. Coordinate logistics for in-person and/or distance sessions. b. Provide technical assistance for distance-learning platforms c. Manage marketing, recruitment, registration, and evaluation. d. Develop/manage Fellowship dashboard.
4. Field Course Hosts	<ul style="list-style-type: none"> a. Identify IVP-related learning opportunities, including a service project of limited scope. b. Work with academic advisors to develop the learning experience. c. Assist academic advisors to schedule, plan, conduct, and manage logistics for field course activities.
5. CDC	<ul style="list-style-type: none"> a. Coordinate with academic advisors to host one in-person session (e.g., meeting and travel logistics). b. Facilitate content presentations and learning modules identified by academic advisors. c. Identify issue/topic experts to provide on-going guidance to Fellows as requested.
6. IHS Area IP Specialists	<ul style="list-style-type: none"> a. Assess commitment and plan for mentor assignments (at the time of application). b. Work with academic advisors to approve Fellow's project idea. c. Coordinate travel orders in advance, according to the course schedule, and arrange reimbursement for Fellowship expenses (travel orders, PO's), including optional continuing education opportunity. d. Provide logistical support or obtain needed resources (e.g., laptop, printing/photocopying, photography, other equipment).
7. IHS HQ Staff	<ul style="list-style-type: none"> a. Serve on application review committee to review/score Fellowship applications. b. Plan/support Fellows and mentors throughout Program. c. Facilitate contracting for academic advisors. d. Attend selected in-person and/or distance sessions. e. Share Fellowship results (presentations, reports).

Overview of Online Application

To apply to participate in the IVP Fellowship, you must complete a multi-part online application (available beginning October 3, 2022). The application is divided into several parts (see preview in [Appendix C](#)), some of which require additional information (e.g., prerequisite documentation, letters of support):

- A. Background Information about You
- B. Background Information about Your Education and Work
- C. Background Information about Your IVP Experience and Training
- D. Your Commitment and Motivations
- E. Description of Your Project (uploaded file of your *Project Idea*)
- F. Letters of Support (from mentor, Area IP Specialist/Point of Contact,² and your Supervisor)
- G. Prerequisite Supporting Documentation
- H. Final Checklist and Submission

² See list at [IHS Injury Prevention](#) (click on "IHS and Tribal Contacts").



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Online applications can be completed over several days (i.e., all questions do not need to be answered in one sitting) only if you **use the SAME COMPUTER and BROWSER**. Complete submissions are due by 11:00 pm EST (7:00 pm Alaska Standard Time) on **Sunday, December 4, 2022**.

At the time of submission, all questions must be answered and all supporting documentation must be provided (e.g., *Project Idea*, letters of support, proof of prerequisites), prior to clicking the 'complete my application' step (the final page of the online application).

You can [begin an online application](#) on or after October 3, 2022.



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Appendix A: Fellowship Project Examples

Prior Fellowship projects have focused on unintentional injury, intentional injury, and/or other topics, including:

Unintentional Injury Project Topics:

- Injuries caused by animals
- Athletic Injuries
- Bicycle Safety
- Carbon Monoxide
- Drowning
- Falls
- Fire/Burns
- Firearm
- Home Safety (general)
- Motor Vehicle
 - Child Passenger Safety
 - Cost
 - Crash Surveillance
 - Driving Under the Influence
 - Helmet Use
 - Law Enforcement
 - Livestock Control
 - Roadway Modification
 - Seat Belt Use

Unintentional Injury Project Topics (continued):

- Pedestrian
- Playground Safety
- Substance Use
- Workplace Injuries

Intentional Injury (Violence) Project Topics:

- Assault (general)
- Child Abuse/Neglect
- Domestic Violence (general)
- Homicide
- Suicide
- Youth Violence

Other Injury Project Topics:

- Emergency/Medical Response
- Injury Prevention/Control (general)
- Injury Surveillance (Cost, Data Sources, Descriptive Studies)

Lists A-1 and A-2 list example Fellowship project titles by type of injury (e.g., unintentional, intentional).

List A-1. Example Unintentional Injury Fellowship Project Titles.

- **Falls**
 - Older Adult Falls in a Southwest American Indian Community: The Problem and Potential Interventions
 - A Process Evaluation of Tai Chi Classes and Elder Fall Prevention Services
 - Yoga for Elder Fall Prevention: Pilot Study of a 10-week Program for Older Adults
 - A Home Safety Assessment to Reduce Fall Injuries
 - Elder Falls Prevention: A Self-Assessment Tool
 - Medication Management for Falls Prevention
- **Motor Vehicle (Child Passenger Safety)**
 - Evaluation of a Curbside Car Seat Check in a Tribal Community
 - Developing a CPS Technician Management Plan
 - Sustaining a Community-Based Child Passenger Safety Program
 - Increasing Car Seat Use: Community Health Representative Role
 - Improving Child Passenger Safety Awareness and Training in Indian Country



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List A-1. Example Unintentional Injury Fellowship Project Titles (continued).

- **Motor Vehicle (Crash Surveillance)**
 - A Descriptive Study of Motor Vehicle Crashes and Potential Interventions
 - Creating a Toolkit on Distracted Driving for Tribal Colleges and Communities
 - ATV Fatalities and Injuries
 - Building a Foundation for MVC Injury Reduction
 - Improve ATV Safety
 - The Motor Vehicle Crash Site Identification Project
 - Preventing Injuries and Saving Lives by Keeping Livestock Off Highways
 - Improving Traffic Law Enforcement: Cross-deputizing BIA and Tribal Police Officers
 - Increasing Awareness and Enforcement of a Tribal Seatbelt Law
 - A Crash Cluster Investigation: The Road to Road Safety Assessment and Remediation
 - An Evaluation of Occupant Restraint Use
 - Direct Medical Costs of Motor Vehicle Related Hospitalizations

- **Motor Vehicle (Driving Under the Influence)**
 - Developing a MADD Chapter: Challenges in Changing a Community Norm
 - DWI Interventions
 - Tribal Sobriety Check Point

- **Other**
 - Commercial Fishing Income and Injury Rates
 - Workplace Safety Policies and Procedures
 - Improving Fire Safety
 - Firearm Storage Intervention
 - Tracking Methamphetamine Data
 - Helping EMS Locate Rural Homes
 - Traumatic Brain Injury Interventions: Educating Providers

List A-2. Example Intentional Injury Fellowship Project Titles.

- **Assault**
 - Decreasing Repeat Assaults among Males 19-29
 - Police Policies and Procedures for Reducing Interpersonal Violence

- **Suicide**
 - Youth Suicide Risk Reduction
 - Youth Suicide Prevention: Identifying Resources
 - The Value of Medical Records in Exploring Risk Factors for Suicide
 - Suicide Intervention: An Evaluation of ASIST
 - Saving the Next Generation: A Life Skills Curriculum for Rural Youth
 - A Multifaceted Approach to Addressing Youth Suicide

- **Youth Violence**
 - Honoring Our Past, Respecting Our Future, Living Our Present: Bullying Zero Tolerance
 - Developing a “Youth In Action” Team
 - Taking Back our Communities: Gang Prevention Strategies for Tribal Communities



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Appendix B: Program Timeline

2022

Pre-Application and Application

August 8, 2022

Required Pre-Application Webinar
available online

September 19 to November 23, 2022

Pre-application consultations with
Academic Advisor team and mentor

October 3 to December 4, 2022

Online application completion period

2023

Project Planning Phase

January to May 2023

Distance A

May 2023

In-Person Session 1

Project Implementation Phase

June to October 2023

Distance B

October 2023

In-Person Session 2

Project Results Phase

November 2023 to January 2024

Distance C

2024

Project Deliverables Phase

February to May 2024

Distance D

May 2024

In-Person Session 3
Fellowship Symposium



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Appendix C: Preview of Fellowship Application Questions

The online application for the 2023-2024 IVP Fellowship Program will require you to provide the following information, by category:

A. Background Information about You

1. First and Last Name
2. Preferred Mailing Address (include street/PO, city, state, zip)
3. Telephone Numbers (work, cell)
4. Email Address
5. Fax (if applicable)
6. If you are an enrolled member of a tribe (and tribe name, if applicable)

B. Background Information about Your Education and Work

1. Highest level of formal education and field of study
2. Current employer
3. Current job title/position and length of time in current position
4. Description of your primary responsibilities
5. If you work for a tribe, whether the tribe has compacted/contracted its Environmental Health Services

C. Background Information about Your IVP Experience and Training

1. How long you have worked (or volunteered) in injury and violence prevention
2. Description of the types of IVP activities you have conducted as part of your job or as a volunteer
3. Names and dates of injury or violence prevention training you have completed
4. Upload a copy of your resume or CV

D. Your Commitment and Motivations

1. Description of why you want to participate in the IHS IVP Fellowship (e.g., why you believe this advanced training is important to you, your job, and your community; what you want to accomplish; how you might apply what you learn in the future)
2. Description of your commitment to participate in all components of the program (e.g., completing your project, attending all in-person sessions and distance-based modules)
3. If applicable, the optional continuing education opportunity you plan to pursue

E. Description of Your Project

1. Uploaded a copy of your *Project Idea*
2. Names/titles of people with whom you have discussed your *Project Idea*, and how the discussion was relevant to your project
3. Description of tribal approvals necessary for you to conduct your project

F. Letters of Support (to be uploaded)

1. Mentor
2. Area IP Specialist/Point of Contact (if different from mentor) – see [IHS and Tribal Contacts](#)
3. Supervisor

G. Prerequisite Supporting Documentation (upload certificates of completion for three IHS IVP Courses)

H. Final Checklist and Submission

