



PAEA RESEARCH

AAPA-PAEA Research Fellowship Guidelines

The AAPA-PAEA Research Fellowship provides financial support for PAs with a strong interest in research. A grant covering 20 percent of the recipient's base **salary up to \$25,000** will be allocated to the fellow's institution to permit a 20 percent time release from teaching and other activities to allow them to focus on scholarly activity of interest to the PA profession and PA education.

Fellows are expected to use the release time to develop their research skills by completing a research project under the guidance of a mentor, engaging in educational activities, and broadening their knowledge of PA education and the PA profession. By the conclusion of the fellowship, fellows should have completed their research and have their findings prepared for publication and presentation.

The fellowship will include a two-to-four day meeting at the PAEA offices in Washington, DC, in January and a two-to-four day meeting at the AAPA offices in Alexandria, VA, in July. Fellows will interact with research teams from AAPA and PAEA, as well as researchers from other organizations such as the Association of American Medical Colleges, the Health Resources and Services Administration, the National Academy of Medicine, the Robert Graham Center, the National Association of Community Health Centers, and the Agency for Healthcare Research and Quality. Individuals selected for the Fellowship will be conferred the title of AAPA-PAEA Research Fellow.

Goal of the Fellowship Program

The AAPA-PAEA Research Fellowship seeks to build the research capacity of PA faculty and develop leaders to represent, advance, and elevate PAs in health professions research.

The objectives of the Fellowship are to:

- **Develop a cadre of PAs** who are skilled in PA education and workforce research
- **Encourage utilization of PAEA and AAPA data** to generate research of interest to the PA profession and community of PA scholars
- **Provide future research mentors** for newer PA faculty, in order to sustain the PA workforce and education research pipeline

Recommended Research Topics

Applicants are highly encouraged to submit a proposed research plan that addresses one of the following topics:

- Workforce readiness of PA program graduates
- Advancing the PA identity
- Challenges and solutions to clinical site availability
- Equipping PAs and faculty for expanded opportunities in health care
- Diversity and the PA student/faculty pipeline
- Creating progressive work environments for PAs

Applicant Eligibility

An applicant must be a PA who is employed full-time at a PAEA member and be a current AAPA member.

Preference will be given to candidates who have been in education for less than 10 years and have received their doctorate within the past five years. Only one candidate per institution will be accepted each year. While fellows are expected to be at an early stage of their research careers, there should be evidence of scholarly work accomplishments. Candidates must possess faculty rank. PAEA and AAPA strongly encourage applications from qualified minority candidates.

Evaluation Criteria

PAEA recommends reviewing the [evaluation criteria](#) to guide the preparation of successful application materials.

Work Requirements for Fellows

- Commitment to scholarly activity for the equivalent of one day per week (0.2 FTE)
- Completion of a research project, preferably using PAEA or AAPA dataset(s), including submission to a peer-reviewed journal or other project approved by the Joint Advisory Council
- Attendance at the 2019 and 2020 PAEA Education Forums
- Attendance and presentation of research at AAPA 2019
- Attendance at webinar sessions and check-in meetings
- Two in-person meetings in the Washington, DC, area

The Fellowship will run from November 1, 2018, through October 31, 2019.

Required Application Components

Your personal statement and proposed research plan should be paginated, in 12-point Times New Roman font, and have one-inch margins with single-spaced or greater line spacing.

Citations or footnotes should be in 10-point Times New Roman font. Tables and figures are permitted as long as they do not impinge on the margins.

Your AAPA-PAEA Research Fellowship application submission should consist of five parts:

- [Cover letter](#) (not blinded)
- Personal statement (blinded; two-page limit)
- Proposed research plan including timeline (blinded; three-pages limit)
- Letters of commitment and support (not blinded; three required)
- CV (blinded)

Cover Letter (not blinded)

Please download and complete the [cover letter](#), which includes:

- Name and credentials
- Email address
- Phone number
- Title
- Institution
- Academic rank
- Number of years as a PA educator
- Description of PhD focus and dissertation topic
- Number of years as a PA
- Number of years engaged in PA research

Personal Statement (two-page limit and blinded – see blinding requirements section below)

- Please provide a narrative that includes the following elements:
- Education and work background
- Area(s) of research interest
- Personal goals to be accomplished as part of the Fellowship
- Reasons you should be selected

Proposed Research Plan (three-page limit and blinded – see blinding requirements section below)

Detail a research project that you would like to undertake as part of your Fellowship.

Research questions should fall within at least one of the following topic areas:

- Workforce readiness of PA program graduates

- Equipping PAs and faculty for expanded opportunities in health care
- Challenges and solutions to clinical site availability
- Advancing the PA identity
- Diversity and the PA student/faculty pipeline
- Creating progressive work environments for PAs

The proposed research plan should contain the following elements:

- Problem statement and research question(s)
- Background and citations for your research question
- Methodology and analytic plan
- Statement of how your specific project will advance knowledge in the topic area(s)

If you plan to use PAEA and/or AAPA data, please detail which datasets and variables you will use. If you plan to collect your own data or need specialized resources and/or training, describe what you will require to accomplish your research goal. Accepted fellows will work with PAEA, AAPA, and mentors to further refine their research question, methodology, and plans.

While your proposed project plan will be evaluated on its own merits, after selections have been made projects may need to be adjusted to accommodate limitations of existing data or feasibility of completing the planned research project within the project period. PAEA and AAPA will have final authority over the research projects.

Letters of Commitment and Support (not blinded)

Three letters of support are required. They must be from the following sources:

- **One letter of commitment from a research mentor** either internal or external to your home department who has research experience and who agrees to provide mentorship over the course of the Fellowship. (This person does not have to be a PA.)
- **One letter of support from a professional** colleague that specifically addresses your research interests and activities. (This person does not have to be a PA.)
- **One institutional commitment letter** signed by your program director and the program director's immediate supervisor that specifically confirms 0.2 FTE release time.

Blinded CV

Please submit a CV, blinded according to the following requirements.

All application materials, excluding cover sheets, must be fully blinded (i.e., no identifying information may be included). Identifying information includes mentions of participating institutions in the letter of intent and full proposal as well as the following information commonly found in CVs:

- Your name and contact information
- Institutions from which you received degrees
- Institutions where you have been employed
- Membership in and presentations given at regional conferences or organizations (e.g., Texas Association of Physician Assistants)
- Your name in publications and awarded grants
- Geographically or institutionally identifying information in publication titles (e.g., “Health outcomes among a sample of women in Philadelphia”)

Unblinded applications will not be reviewed.

Overlaying a shape and/or changing the font or background of identifying text within a word processor application is not sufficient. [This guide](#) contains useful information on how to appropriately blind your application materials. Additionally, you may manually black out all identifying information with a heavy black marker and then scan the paper document into a digital format as long as the underlying, blinded text is not searchable, readable, or identifiable.

You may also email researchfellowship@PAEAonline.org with questions.

Submission of Application

We will begin accepting applications **May 16**. Applications must be emailed to researchfellowship@PAEAonline.org no later than **12:00 p.m. ET on Wednesday, July 11, 2018**. Please include “Research Fellowship” in the subject line of your email. All decisions of the selection committee are final. If confirmation of receipt of submission is not received within two business days, please call 703-667-4335.

Application Review and Selection Process

Phase 1: Blinded Review

All applications will be reviewed by a peer review panel according to the following evaluation criteria:

- Eligibility requirements
- Strong interest in research and alignment of research interests with supporting organizations
- Beginning yet demonstrable research expertise, agenda, and accomplishments
- Strength of letters of support/commitment
- Strength of methodology and analysis plan
- Written communication skills

Phase 2: Interview

Candidates who pass Phase 1 of the review will be interviewed either in person or via video conferencing software. All application materials will be shared, unblinded, with the review panel at this phase of the review process.

Selection

The final selected fellows will meet the basic requirements of the AAPA-PAEA Fellowship. Additional criteria including internal and external mentors' research experience and expertise as well as fellow's potential contribution to the cohort of fellows will be considered in the selection process. Fellows will propose work that is aligned with the supporting organizations' goals and is accomplishable within the one-year time frame.

Evaluation Criteria

Reviewers will consider each of the criteria below in the determination of scientific merit and give a separate score for each.

- Does the personal statement provide **educational and work-related skills and experience as well as persuasive reasons** as to why the candidate should be selected?
- Does the project address a novel **research question(s) or problem statement that is of critical importance** to PA education or the PA profession?
- Does the **background or literature review section** clearly lay out the terms and findings of the existing literature and establish a substantial base on which to plan the proposed research project?
- **Can the proposed methods adequately address the research question(s)?** Do the proposed analyses appropriately and rigorously address the research question(s)? Preference is given to studies that propose detailed and sophisticated analyses that move beyond descriptives.

- Does the research **plan detail how the specific project will advance knowledge** in the topic area(s)?
- **Does the designated mentor express enthusiasm** for the candidate, a history of collaboration, and first-hand knowledge of candidate's skills?
- **Does the professional colleague express enthusiasm** for the candidate and illustrate first-hand knowledge of candidate's skills and experience?
- **Does the program director show enthusiasm for the candidate**, first-hand knowledge of their skills, and unambiguous commitment to release the candidate for .20 FTE/week?