

Overview of Performance Report for Grants and Cooperative Agreements

Nursing Education, Practice, Quality and Retention: Interprofessional Collaborative Practice (IPCP)

U.S. DEPARTMENT OF HEALTH AND HUMAN SERVICES
Health Resources and Services Administration
Bureau of Health Workforce

Training Program – Setup

The Training Program Setup form captures general information about the types of training programs that were supported with BHW funds during the reporting period. Please complete this setup page for each training program that was offered during the reporting period and was supported with BHW funds. Enter each training program separately by selecting from the drop-down menu under the ‘Add Training Program’ section. Once selected, click the ‘Load Program Details’ button and complete the remaining follow-up question(s) related to your selection. Once you have answered all follow-up questions, click on ‘Add Record’ to save your entry. If you wish to view data that were submitted in the prior reporting period, click on the ‘View Prior Period Data’ link and a read-only version of your most recent prior performance report will pop-up in a new screen. Also, records about ongoing training programs or activities from the prior reporting period will auto-populate into this form and are identified as ‘Prior Records’ under the column labeled "Record Status".

Note(s): You must enter each training program that was supported with BHW funds separately. Do not include any information about faculty development or continuing education offerings in this form. If you have any questions about how to complete this form, please refer to the instruction manual and/or contact your Government Project Officer.

[View Prior Period Data](#)

* Add Training Program	
Select Type of Training Program Offered (Click the ‘Load Program Details’ button after selecting your training program)	Select One Non-degree structured training program (Structured) <div style="text-align: center; margin-top: 10px;"> Load Program Details </div>
For a Non-degree bearing Structured or Unstructured Training Program, Select Type of Training Activity	<div style="border: 1px solid #ccc; width: 100px; height: 20px; margin: 0 auto;">Single Select</div>
For a Non-degree bearing Structured or Unstructured Training Program, Enter Name of Training Activity	<div style="border: 1px solid #ccc; width: 100px; height: 20px; margin: 0 auto;">Text Box</div>
<div style="border: 1px solid #ccc; border-radius: 5px; padding: 5px 15px; background-color: #f0f0f0; width: 100px; margin: 0 auto;">Add Record</div>	

No.	Record Status	Training Program (1)	Select Training Activity Status in the Current Reporting Period (2)	Option(s)
1	Prior Record	Structured Interprofessional Team-Based Training Program 1	Ongoing	Delete

Faculty Development – Setup

The Faculty development Setup form captures information about the specific types of faculty development activities conducted by grantees using BHW funds. Please select the type(s) of faculty development activities supported that took place during the reporting period and were supported with BHW funds. If you have any questions about how to complete this subform, please refer to the instruction manual and/or contact your Government Project Officer. If you wish to view data that were submitted in the prior reporting period, click on the 'View Prior Period Data' link and a read-only version of your most recent prior performance report will pop-up in a new screen.

 **Note(s):** Selections in this form will affect all subsequent faculty-related forms.

[View Prior Period Data](#)

Faculty Development Activities	
Structured Faculty Development Training Program	<input checked="" type="checkbox"/>
Faculty Development Activity	<input checked="" type="checkbox"/>
No faculty-related activities conducted	<input type="checkbox"/>

PC-3: Program Characteristics – Non-degree bearing Structured Training Programs

The Program Characteristics (PC) subforms are designed to collect additional information about training programs that were offered during the reporting period and were supported with BHW funds. Each of the subforms corresponds to a different type of training program. Please complete the required subforms for each program that was entered in the Training Program Setup form. If you have any questions about how to complete this form, please refer to the instruction manual and/or contact your Government Project Officer. If you wish to view data that were submitted in the prior reporting period, click on the ‘View Prior Period Data’ link and a read-only version of your most recent prior performance report will pop-up in a new screen. Also, records about ongoing training programs or activities from the prior reporting period will auto-populate into this form and are identified as ‘Prior Records’ under the column labeled "Record Status".

Note(s):
The PC-3 subform collects information specific to Non-degree bearing Structured Training Programs only.

PC-1	PC-2	PC-3	PC-4	PC-5	PC-6	PC-7	PC-8	PC-9
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No.	Record Status	Type of Training Program	Type of Training Activity	Name of Training Activity	Select Education Level(s) of Participants	Enter Length of Training Program in Clock Hours	Select Type(s) of Partners/Consortia Used to Offer this Training	Select Training Activity Status in the Current Reporting Period (10)
		(1) Block 1	(2) Block 1d	(3) Block 1d.1	(4) Block 1e	(5) Block 1f	(9) Block 2	
1	Prior Record	Structured Interprofessional Team-Based Training Program 1	Interprofessional Team-Based Training	Program 1				Ongoing

LR-1: Legislatively Required

LR-1a: Trainees by Training Category

The LR-1a subform captures aggregate-level information about the number of trainees who participated in specific types of programs or activities entered in the Training Program Setup form. Please complete this subform for each training program listed below. If you have any questions about how to complete this subform, please refer to the instruction manual and/or contact your Government Project Officer. If you wish to view data that were submitted in the prior reporting period, click on the 'View Prior Period Data' link and a read-only version of your most recent prior performance report will pop-up in a new screen. Also, records about ongoing training programs or activities from the prior reporting period will auto-populate into this form and are identified as 'Prior Records' under the column labeled "Record Status".

LR-1a

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No.	Record Status	Type of Training Program	Trainees by Training Category		Attrition		Select Training Activity Status in the Current Reporting Period
			Enter # of Enrollees	Enter # of Program Completers	Enter # of Individuals who left the Program before Completion	Enter # of URM who left the Program before Completion	
		(1)	(2) Block 1	(6) Block 5	(7) Block 6	(8) Block 6a	(16)
1	Prior Record	Structured Interprofessional Team-Based Training Program 1					Ongoing

LR-2: Trainees by Age & Sex

The LR-2 form captures aggregate-level information about the age groups and sex of trainees who participated in each of the training programs or activities entered in the Training Program Setup form. Please complete this form for each training program listed below. If you have any questions about how to complete this form, please refer to the instruction manual and/or contact your Government Project Officer. If you wish to view data that were submitted in the prior reporting period, click on the 'View Prior Period Data' link and a read-only version of your most recent prior performance report will pop-up in a new screen. Also, records about ongoing training programs or activities from the prior reporting period will auto-populate into this form and are identified as 'Prior Records' under the column labeled "Record Status".

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No.	Record Status	Type of Training Program	Age Group of Trainees	Sex: Male		Sex: Female		Select Training Activity Status in the Current Reporting Period (18)
				Enter # of Enrollees	Enter # of Program Completers	Enter # of Enrollees	Enter # of Program Completers	
		(1)	(2)	(3) Blocks 1-6	(7) Blocks 49-54	(8) Blocks 7-12	(12) Blocks 55-60	
1	Prior Record	Structured Interprofessional Team-Based Training Program 1	19 and Under					Ongoing
2	Prior Record	Structured Interprofessional Team-Based Training Program 1	20 – 29 years					Ongoing
3	Prior Record	Structured Interprofessional Team-Based Training Program 1	30 – 39 years					Ongoing
4	Prior Record	Structured Interprofessional Team-Based Training Program 1	40 – 49 years					Ongoing

No.	Record Status	Type of Training Program	Age Group of Trainees	Sex: Male		Sex: Female		Select Training Activity Status in the Current Reporting Period (18)
				Enter # of Enrollees	Enter # of Program Completers	Enter # of Enrollees	Enter # of Program Completers	
		(1)	(2)	(3) Blocks 1-6	(7) Blocks 49-54	(8) Blocks 7-12	(12) Blocks 55-60	
5	Prior Record	Structured Interprofessional Team-Based Training Program 1	50 – 59 years					Ongoing
6	Prior Record	Structured Interprofessional Team-Based Training Program 1	60 and Over					Ongoing
7	Prior Record	Structured Interprofessional Team-Based Training Program 1	Age Not Reported					Ongoing

DV-1: Trainees by Racial & Ethnic Background

The DV-1 form captures aggregate-level information about the racial and ethnic background of trainees who participated in each of the training programs or activities entered in the Training Program Setup form. Please complete this form for each training program entered in the Training Program Setup form. If you have any questions about how to complete this form, please refer to the instruction manual and/or contact your Government Project Officer. If you wish to view data that were submitted in the prior reporting period, click on the 'View Prior Period Data' link and a read-only version of your most recent prior performance report will pop-up in a new screen. Also, records about ongoing training programs or activities from the prior reporting period will auto-populate into this form and are identified as 'Prior Records' under the column labeled "Record Status".

[View Prior Period Data](#)

No.	Record Status	Type of Training Program	Race Category	Ethnicity: Hispanic/Latino		Ethnicity: Non-Hispanic/Non-Latino		Select Training Activity Status in the Current Reporting Period (18)
				Enter # of Enrollees	Enter # of Program Completers	Enter # of Enrollees	Enter # of Program Completers	
		(1)	(2)	(3) Blocks 1-7	(7) Blocks 29-35	(8) Blocks 36-42	(12) Blocks 64-70	
1	Prior Record	Structured Interprofessional Team-Based Training Program 1	American Indian or Alaska Native					Ongoing
2	Prior Record	Structured Interprofessional Team-Based Training Program 1	Black or African American					Ongoing
3	Prior Record	Structured Interprofessional Team-Based Training Program 1	Asian					Ongoing
4	Prior Record	Structured Interprofessional Team-Based Training Program 1	Native Hawaiian or Pacific Islander					Ongoing

No.	Record Status	Type of Training Program	Race Category	Ethnicity: Hispanic/Latino		Ethnicity: Non-Hispanic/Non-Latino		Select Training Activity Status in the Current Reporting Period (18)
				Enter # of Enrollees	Enter # of Program Completers	Enter # of Enrollees	Enter # of Program Completers	
		(1)	(2)	(3) Blocks 1-7	(7) Blocks 29-35	(8) Blocks 36-42	(12) Blocks 64-70	
5	Prior Record	Structured Interprofessional Team-Based Training Program 1	White					Ongoing
6	Prior Record	Structured Interprofessional Team-Based Training Program 1	More than one Race					Ongoing
7	Prior Record	Structured Interprofessional Team-Based Training Program 1	Race Not Reported					Ongoing

DV-2: Trainees from a Disadvantaged Background

The DV-2 form captures aggregate-level information about the disadvantaged background status of trainees who participated in each of the training programs or activities entered in the Training Program Setup form. Please complete this form for each training program listed below. If you have any questions about how to complete this form, please refer to the instruction manual and/or contact your Government Project Officer. If you wish to view data that were submitted in the prior reporting period, click on the 'View Prior Period Data' link and a read-only version of your most recent prior performance report will pop-up in a new screen. Also, records about ongoing training programs or activities from the prior reporting period will auto-populate into this form and are identified as 'Prior Records' under the column labeled "Record Status".

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No.	Record Status	Type of Training Program	Enrollees		Program Completers		Select Training Activity Status in the Current Reporting Period
			Enter Total # from Disadvantaged Background	Enter # from Disadvantaged Background who are not URM	Enter Total # from Disadvantaged Background	Enter # from Disadvantaged Background who are not URM	
		(1)	(2) Block 1	(3) Block 2	(10) Block 9	(11) Block 10	(12)
1	Prior Record	Structured Interprofessional Team-Based Training Program 1					Ongoing

DV-3: Trainees from a Rural Background

The DV-3 form captures aggregate-level information about the number of trainees who participated in each of the training programs or activities entered in the Training Program Setup form and are from a rural background. Please complete this form for each training program entered in the Training Program Setup form. If you have any questions about how to complete this form, please refer to the instruction manual and/or contact your Government Project Officer. If you wish to view data that were submitted in the prior reporting period, click on the 'View Prior Period Data' link and a read-only version of your most recent prior performance report will pop-up in a new screen. Also, records about ongoing training programs or activities from the prior reporting period will auto-populate into this form and are identified as 'Prior Records' under the column labeled "Record Status".

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No.	Record Status	Type of Training Program	Trainees from Rural Residential Background		Select Training Activity Status in the Current Reporting Period (7)
			Enter # of Enrollees from a Rural Background	Enter # of Program Completers from a Rural Background	
		(1)	(2) Block 1	(6) Block 5	
1	Prior Record	Structured Interprofessional Team-Based Training Program 1			Ongoing

EXP: Experiential Characteristics

EXP-1: Training Site Setup

The EXP-1 Setup form captures information about the names of sites used by grantees to provide trainees with clinical or experiential training. Please enter each site used separately by typing in a site's name and clicking the 'Add Record' button. Please complete this setup form for each training site used. If you have any questions about how to complete this setup form, please refer to the instruction manual and/or contact your Government Project Officer. If you wish to view data that were submitted in the prior reporting period, click on the 'View Prior Period Data' link and a read-only version of your most recent prior performance report will pop-up in a new screen. Also, records about sites used in a prior reporting period will auto-populate into this form and are identified as 'Prior Records' under the column labeled "Record Status".

EXP-1	EXP-2	EXP-3
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[View Prior Period Data](#)

* Add Site	
Enter the Site's Name	<<Textbox, 200 character limit>>
<input type="button" value="Add Record"/>	

No.	Record Status	Site Name	Select Whether the Site was Used in the Current Reporting Period	Select Type of Site Used	Select Type of Setting Where the Site was Located	City	State	Zip Code	Four Digit Zip Code Extension	Option(s)
		(1) Block 1	(2)	(3)	(4)	(8)	(9)	(10)	(11)	
1	Prior Record	Site Name 1	Yes							Delete
2	Prior Record	Site Name 2	No							Delete
3	New Record	Site Name 3	Yes							Delete
4	New Record	Site Name 4	Yes							Delete

EXP-2: Training Site Characteristics

The EXP-2 subform collects general information about each site that was entered in the EXP-1 Setup form. Please complete this subform for each training site listed below. If you have any questions about how to complete this subform, please refer to the instruction manual and/or contact your Government Project Officer. If you wish to view data that were submitted in the prior reporting period, click on the 'View Prior Period Data' link and a read-only version of your most recent prior performance report will pop-up in a new screen. Also, records about sites used in a prior reporting period will auto-populate into this form and are identified as 'Prior Records' under the column labeled "Record Status".

EXP-1	EXP-2	EXP-3
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[View Prior Period Data](#)

No.	Type of Training Program	Site Name	Select Type of Site Used	Select Type of Setting Where the Site was Located	Select Type(s) of Partners/Consortia used to Offer Training at this Site	Select Type(s) of Vulnerable Population Served at this Site	City	State	Zip Code	Four Digit Zip Code Extension	Option(s)
	(1)	(2) Block 1	(3) Block 1a	(4) Block 2	(5) Block 5	(7) Block 4	(8)	(9)	(10)	(11)	
1	Program Name 1	Site Name 1									Delete
2	Program Name 2	Site Name 1									Delete
3	Program Name 3	Site Name 3									Delete
4	Program Name 4	Site Name 4									Delete

EXP-4: Experiential Characteristics. Team Based Care

The EXP-4 subform captures information about the number and types of interprofessional teams used at each site that was entered in the EXP-1 Setup form. Please complete this subform for each training site below. If you have any questions about how to complete this subform, please refer to the instruction manual and/or contact your Government Project Officer. If you wish to view data that were submitted in the prior reporting period, click on the 'View Prior Period Data' link and a read-only version of your most recent prior performance report will pop-up in a new screen.

Note(s): Individuals reported in this subform should not be captured in EXP-3.

EXP-1	EXP-2	EXP-3	EXP-4
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[View Prior Period Data](#)

No.	Type of Training Program	Site Name	Select Team Number	Select Profession and Discipline of Team Members	Enter # of Team Members in this Profession and Discipline	Option(s)
	(1)	(2)	(3)	(4)	(5)	
		Block 1	Block 7b	Block 7b	Block 7b	
1	Structured Interprofessional Team-Based Training Program 1	Site Name 1				Delete

FD: Faculty Development

FD-1a: Faculty Development. Structured Faculty Development Training Programs

The FD-1a subform captures general information about structured faculty development programs offered by grantees using BHW funds. Please complete this subform for each structured faculty development program offered during the reporting period and supported with BHW funds. If you have any questions about how to complete this subform, please refer to the instruction manual and/or contact your Government Project Officer. If you wish to view data that were submitted in the prior reporting period, click on the 'View Prior Period Data' link and a read-only version of your most recent prior performance report will pop-up in a new screen. Also, records about ongoing training programs or activities from the prior reporting period will auto-populate into this form and are identified as 'Prior Records' under the column labeled "Record Status".

FD-1a	FD-1b
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* Add Structured Faculty Development Program	
Program Name	<input type="text" value="Textbox (200 char)"/>
<input type="button" value="Add Record"/>	

No.	Record Status	Program Name	Select Program Status in the Current Reporting Period	Select Whether this was a Degree Bearing Program	For Degree-bearing Programs		For Non-Degree Bearing Program, Enter Length of Training Program in Clock Hours	Enter the % of Time Spent Developing Competencies for the Following Roles				Enter # of Faculty Who Completed the Program	Select whether any Faculty Received any type of BHW-Funded Financial Award during the Training Program	Option(s)
					Select Type of Degree Offered	Select Primary Focus Area		Clinician	Administrator	Educator	Researcher			
		(1)	(1a)	(2) Block 2	(3) Block 2a	(4) Block 2b	(5) Block 3	(6) Block 5	(7) Block 5	(8) Block 5	(9) Block 5	(10) Block 6	(11) Block 7	
1	Prior Record	Program A												Delete

FD-1b: Faculty Development. Faculty Trained By Profession/Discipline

The FD-1b subform captures information about the profession and discipline of faculty who participated in a structured faculty development program that was offered by grantees using BHW funds. If you have any questions about how to complete this subform, please refer to the instruction manual and/or contact your Government Project Officer. If you wish to view data that were submitted in the prior reporting period, click on the 'View Prior Period Data' link and a read-only version of your most recent prior performance report will pop-up in a new screen.

FD-1a	FD-1b
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[View Prior Period Data](#)

* Add Training Program and Discipline	
Program Name	Only newly added programs from FD-1a will be populated in this single select dropdown box.
Select Profession and Discipline of Faculty Trained	Multi-Select
<input type="button" value="Add Record"/>	

No.	Program Name	Profession and Discipline of Faculty Trained	Enter # Trained in this Profession and Discipline	Option(s)
	(1)	(2) Block 4	(3) Block 4	
1	Program A			Delete

Faculty Development Activities

FD-2a: Faculty Development. Faculty Development Activities

The FD-2a subform captures general information about unstructured faculty development training activities offered by grantees using BHW funds. Please complete this subform for each faculty development activity offered during the reporting period and supported with BHW funds. If you wish to view data that were submitted in the prior reporting period, click on the 'View Prior Period Data' link and a read-only version of your most recent prior performance report will pop-up in a new screen.

FD-2a	FD-2b
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* Add Faculty Development Activities	
Activity Name	<input type="text" value="Textbox (200 char)"/>
<input type="button" value="Add Record"/>	

No.	Activity Name	Select Type of Faculty Development Activity Offered	For Courses or Workshops		Enter Duration of Training Activity in Clock Hours	Select Delivery Mode Used to Offer Training Activity	Select the Faculty Role(s) Addressed at Training Activity	Option(s)
			Select Whether Activity is Accredited for Continuing Education Credit	Select Whether Attendance was to Acquire or Maintain Professional Certification				
(1)	(2)	(3)	(4)	(5)	(6)	(7)		
	Block 8	Block 8a	Block 8b	Block 9	Block 10	Block 11		
1	Activity 1							Delete

FD-2b: Faculty Development. Faculty Trained By Profession/Discipline

The FD-2b subform captures information about the profession and discipline of faculty who participated in unstructured faculty development activities offered by grantees using BHW funds. If you have any questions about how to complete this subform, please refer to the instruction manual and/or contact your Government Project Officer. If you wish to view data that were submitted in the prior reporting period, click on the 'View Prior Period Data' link and a read-only version of your most recent prior performance report will pop-up in a new screen.

FD-2a	FD-2b
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* Add Activity Name and Discipline	
Activity Name	Values populated from Activity Name col. in previous tab (single-select)
Select Profession and Discipline of Faculty Trained	Multi-Select
<input type="button" value="Add Record"/>	

No.	Activity Name	Profession and Discipline of Faculty Trained	Enter # Trained in this Profession and Discipline	Option(s)
	(1)	(2) Block 12	(3) Block 12	
1	Activity 1			Delete