

Overview of Performance Report for Grants and Cooperative Agreements

# Faculty Development: Integrated Technology into Nursing Education and Practice (ITNEP)

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

# 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.

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

## IND-GEN: Individual Characteristics

The IND-GEN form captures individual-level information about students, faculty, or other types of awardees who either received direct financial support (e.g., loans, loan repayment, scholarships, or stipends) through a HRSA grant or participated in specific types of HRSA-supported training. Please complete this form in its entirety. 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".

|  |                                    |                                   |  |
|--|------------------------------------|-----------------------------------|--|
| <p>* Do you either have a) students or faculty who received direct financial support (e.g., scholarships, stipends, loans, loan repayment) from a HRSA-funded grant and/or students who participated in community-based primary care training during this reporting period; OR b) updates to provide for students who received direct financial support and/or participated in community-based primary care training in a previous reporting period <b>Yes</b></p> | <input type="button" value="Yes"/> | <input type="button" value="No"/> | <p>(complete IND-GEN) (click Save and Validate button to proceed to the next form)</p> |
|--|------------------------------------|-----------------------------------|--|

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| No. | Record Status | Trainee Unique ID | Select Individual's Training or Awardee Category | Select Individual's Enrollment / Employment Status | Select Individual's Sex | Select Individual's Age Group | Select Individual's Ethnicity | Select Individual's Race | Select Whether Individual is from a Rural Residential Background | Select Whether Individual is from a Disadvantaged Background | Select Individual's Veteran Status | Select Whether Individual Received BHW Financial Award | Enter Individual's Financial Award Amount (BHW funds only) |                                |                     |                                      |
|-----|---------------|-------------------|--|--|-------------------------|-------------------------------|-------------------------------|--------------------------|--|--|------------------------------------|--|--|--------------------------------|---------------------|--------------------------------------|
|     |               |                   |  |  |                         |                               |                               |                          |  |  |                                    |  | Stipend  | Current Reporting Period Total | Academic Year Total | Cumulative BHW Financial Award Total |
|     |               | (2)<br>Block 1    | (3)<br>Block 2                                   | (4)<br>Block 3                                     | (5)<br>Block 4          | (6)<br>Block 5                | (7)<br>Block 6                | (8)<br>Block 7           | (9)<br>Block 8   | (10)<br>Block 9  | (11)<br>Block 10                   | (12)<br>Block 11                                       | (13)<br>Block 11   | (21a)<br>Block 11              | (21b)<br>Block 11   | (21c)<br>Block 11                    |
| 1   | Prior Record  |                   |  |  |                         |                               |                               |                          |  |  |                                    |  |  |                                |                     |                                      |

| Select Individual's Primary Discipline | Select Whether Individual Left the Program Before Completion | Select Whether Individual Graduated/Completed the Program |
|--|--|---|
| (27)<br>Block 16                       | (36)<br>Block 21   | (37)<br>Block 22  |
|  |  |   |

## 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".

|       |       |
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| FD-1a | FD-1b |
|-------|-------|

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| * Add Structured Faculty Development Program |                    |
|--|--------------------|
| Program Name                                 | 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.

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| FD-1a | FD-1b |
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| * Add Training Program and Discipline                      |  |
|--|--|
| <b>Program Name</b>  | Only newly added programs from FD-1a will be populated in this single select dropdown box. |
| <b>Select Profession and Discipline of Faculty Trained</b> | 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)<br>Block 4                               | (3)<br>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.

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| FD-2a | FD-2b |
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|   |   |
|---|---|
| <b>* Add Faculty Development Activities</b> |   |
| <b>Activity Name</b>                        | <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.

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| FD-2a | FD-2b |
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|  |  |
|--|--|
| <b>* Add Activity Name and Discipline</b>                  |  |
| <b>Activity Name</b>                                       | Values populated from Activity Name col. in previous tab (single-select) |
| <b>Select Profession and Discipline of Faculty Trained</b> | 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)<br>Block 12                              | (3)<br>Block 12                                   |           |
| 1   | Activity 1    |  |   | Delete    |

## Faculty Instruction

### FD-4a: Faculty Development - Faculty Instruction

The FD-4 subform captures information about the courses or trainings offered by faculty that receive direct financial support from a BHW grant. Please complete this subform for each course or workshop offered during this reporting period. 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".

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| FD-4a | FD-4b |
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|  |                    |
|--|--------------------|
| <b>* Add Courses/Workshops</b>   |                    |
| <b>Enter the Name of the Course or Workshop Offered by the Faculty</b> | Textbox (200 char) |
| <input type="button" value="Add Record"/>                              |                    |

| No. | Record Status | Name of the Course or Workshop Offered by the Faculty | Select Whether the Course/Workshop was Offered in the Current Reporting Period | Select the Content Area Of the Course or Workshop | Enter the Length of the Course or Workshop in Clock Hours | Enter # of Times the Course or Workshop was Offered | Select the Delivery Mode Used to Offer the Course or Workshop | Option(s) |
|-----|---------------|---|--|---|---|---|---|-----------|
|     |               |   |  |   |   |   |   |           |
| 1   | Prior Record  | Course 101  |  |   |   |   |   | Delete    |

**FD-4b: Faculty Development - Faculty Trained by Profession/Discipline**

The FD-4 subform captures information about the profession and discipline of individuals who participated in courses or workshops offered by faculty receiving direct financial support from a BHW grant during the reporting period. Please complete this subform for each course or workshop 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.

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| FD-4a | FD-4b |
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|  |   |
|--|---|
| <b>* Add Profession/Discipline</b>                           |   |
| <b>Name of the Course or Workshop Offered by the Faculty</b> | Course/Workshop Name from FD-4a where Column 1a = 'Yes' (single-select) |
| <b>Profession and Discipline of Individuals Trained</b>      | Multi-Select  |
| <input type="button" value="Add Record"/>                    |   |

| No. | Name of the Course or Workshop Offered by the Faculty | Profession and Discipline of Individuals Trained | Enter # Trained in this Profession and Discipline | Option(s) |
|-----|---|--|---|-----------|
|     | (1)<br>Block 17                                       | (2)<br>Block 21                                  | (3)<br>Block 21                                   |           |
| 1   | Course 101  |  |   | Delete    |