

VETERANS AFFAIRS Eastern Colorado Health Care System

Center of Innovation for Veteran-Centered and Value Driven Care (COIN)
1055 Clermont Street – A-151
Denver, CO 80220

VISN 19 Mental Illness Research, Education and Clinical Centers (MIRECC)
Denver
1055 Clermont Street
Denver, CO 80220

Date

HEALTH CARE SYSTEM BULLETIN

SUBJECT: Recruitment for Research Veteran Advisory Board

1. We are presently recruiting Veterans in the Denver, Colorado area to serve on the COIN-MIRECC Research Veteran Advisory Board.
2. Potential candidates shall have strong communication skills, offer constructive feedback, show interest in partnering with staff to make health care system improvements through research, and be available to meet on a **TIME** basis.
3. To make a referral for the Veteran Advisory Board, staff shall contact the Veteran to confirm his/her interest in serving on the Board.
4. Contact information for the candidate shall be provided to Keltly Fehling from the COIN, and **NAME** from MIRECC.
5. Each candidate will complete a Veteran Advisory Board statement of interest. After mutual interest is determined, an in-person interview shall be scheduled.
6. Candidates will then be notified of whether s/he is selected or not to serve on the Advisory Board. For more information on the recruitment and selection process, please see Attachment A: Recruitment & Selection Process, COIN-MIRECC Veteran Advisory Board.

**Health Care System Bulletin
Date**

Attachment A

**Recruitment & Selection Process
COIN-MIRECC Veteran Advisory Board
ECHCS**

Step 1: Staff identifies Veteran (not employed by VA) who may be interested in serving on the Veteran Advisory Board. Staff considers the experiences and attributes that are sought in Advisory Board members:

- Shares insights about health care experiences in ways others may learn from them
- Shows concern for more than one issue
- Shows interest in health research processes to improve Veteran health
- Sees beyond his/her own personal experiences
- Listens to, considers and respects the viewpoints of others
- Provides suggestions and expresses criticisms in a constructive manner
- Maintains a positive approach and attitude about partnership and teamwork
- Availability to attend **TIME** meetings at **LOCATION**
- Interest in contributing time and effort to the COIN and MIRECC's missions stated below:

- COIN Mission: Conduct high quality health services research that promotes Veteran-centered and value-driven care, generate and disseminate knowledge that contributes to the well-being of Veterans, work collaboratively with VA policy and operational leaders to implement research findings into clinical care, and train the next generation of health services researchers and leaders.
- VISN 19 MIRECC Mission: Study suicide with the goal of reducing suicidal ideation and behaviors in the Veteran population.

Step 2: Staff contacts Veteran to confirm interest in serving on the Council.

Step 3: Staff provides name and contact information to **NAME and CONTACT INFORMATION**

Step 4: Interested Veteran is given the Veteran Advisory Board member description and completes the Veteran Advisory Board statement of interest and returns to **NAME**

Step 5: A phone screening is conducted by a COIN or MIRECC researcher to discuss Board purpose and candidate interest in serving.

Step 6: In-person interviewing is conducted by at least two COIN and MIRECC researchers.

Step 6: Applicant pool is reviewed and a post-interview checklist is utilized to select the strongest candidates.

Step 7: All candidates are contacted and informed of selection or not.

Step 8: Selected candidates attend a **TIME** orientation session. During orientation MIRECC and COIN investigators will educate veterans on scientific research study design and purpose, research regulations, funding atmosphere, and ongoing and future MIRECC and COIN studies. (Need to decide if this should be a day-long or two half-days immersive education/orientation or spread out over first few meetings. I vote for longer immersive session where investigators can break up education components to teach and introduce themselves and everyone can get to know each other. This would also allow the group to begin formal meetings focused on research much sooner)

For more information contact **NAME and CONTACT INFORMATION**

Attachment A

Recruitment & Selection Process COIN-MIRECC Veteran Engagement Board ECHCS

Step 1: Staff identifies Veteran (not employed by VA) who may be interested in serving on the Veteran Engagement Board. Staff considers the experiences and attributes that are sought in Engagement Board members:

- Shares insights about health care experiences in ways others may learn from them
- Shows concern for more than one issue
- Shows interest in health research processes to improve Veteran health
- Sees beyond his/her own personal experiences
- Listens to, considers and respects the viewpoints of others
- Provides suggestions and expresses criticisms in a constructive manner
- Maintains a positive approach and attitude about partnership and teamwork
- Availability to attend 1.5 hour monthly meetings at the Denver VA Hospital
- Interest in contributing time and effort to the COIN and MIRECC's missions stated below:
 - COIN Mission: Conduct high quality health services research that promotes Veteran-centered and value-driven care, generate and disseminate knowledge that contributes to the well-being of Veterans, work collaboratively with VA policy and operational leaders to implement research findings into clinical care, and train the next generation of health services researchers and leaders.
 - VISN 19 MIRECC Mission: Study suicide with the goal of reducing suicidal ideation and behaviors in the Veteran population. Towards this end, the work of the VISN 19 MIRECC is focused on promising clinical interventions, as well as the cognitive and neurobiological underpinnings of suicidal thoughts and behaviors that may lead to innovative prevention strategies.

Step 2: Staff contacts Veteran to confirm interest in serving on the Council.

Step 3: Staff provides name and contact information for Kelty Fehling (Kelty.fehling@va.gov, 720-857-5126) or Leah Wendleton (leah.wendleton@va.gov, 303-399-8020 x4637) to Veteran.

Step 4: Interested Veteran is given the Veteran Advisory Board member description and completes the Veteran Advisory Board statement of interest and returns to Kelty Fehling or Leah Wendleton.

Step 5: In-person interviewing is conducted by at least two to three COIN and MIRECC personnel. This includes a discussion of board purpose and candidate interest in serving.

Step 6: Applicant pool is reviewed and a post-interview checklist is utilized to select the strongest candidates.

Step 7: All candidates are contacted and informed of selection or not.

Step 8: Selected candidates attend an orientation session. During orientation MIRECC and COIN investigators will educate veterans on scientific research study design and purpose, research regulations, funding atmosphere, and ongoing and future MIRECC and COIN studies.

For more information contact Kelty Fehling at kelty.fehling@va.gov or Leah Wendleton at leah.wendleton@va.gov.