

**Date:**

**From:** **Lori Bastian, MD**, Director, Pain Research, Informatics, Multi-morbidities, and Education (PRIME) Center of Innovation (COIN)

**Subj:** PRIME Center Veteran Engagement Board, VA Connecticut Healthcare System

**To:** **Gerald F. Culliton**, Director, VA Connecticut Healthcare System  
**Fred S Wright, MD**, Associate Chief of Staff for Research

Please consider this request to proceed with the creation of a Veteran Engagement Board for the Pain Research, Informatics, Multi-morbidities, and Education (PRIME) Center of Innovation for Veterans at VACHS. Below are several points that clarify the purpose and structure of the proposed Board in addition to some contextual information for this process.

1. The goal of the Board is to promote patient-centered research and translation of VHA research findings into practice and community settings by engaging a group of Veteran stakeholders in discussion about the activities of the PRIME Center. The Board's involvement will span the research process from topic generation to dissemination and implementation of results.
2. Recruitment for board participation will occur on an individual basis with PRIME Center researchers considering the qualities and skills adopted from the Office of Patient Centered Care & Cultural Transformation's Veteran/Family Advisors when interacting with research participants, patients, and Veterans in the community. A screening process will be used to recruit up to 12 Veterans to participate on the board with a commitment starting at one year. Board members will be compensated for their time commitment for a total amount of \$200.
3. The Board has a formal charter and by-laws. Researchers will ensure sufficient orientation time to educate the Veterans on scientific research study design, the purpose of health research, regulations, funding atmosphere, and PRIME Center areas of ongoing research. From this point on, the following objectives will be used to guide Board meetings:

Objective 1: Engage Veterans in discussion, and increase their awareness about the VA population and clinical research.

Objective 2: Make the Veteran engagement group a sounding board for research ideas.

Objective 3: Provide guidance on the dissemination of research and best practice by:

- Identifying strategies to improve the spread and utilization of information.
  - Evaluate products and informational materials to ensure they are relevant and useful to consumers
  - Identify ways to measure the impact of dissemination efforts.
4. Veteran/Family Advisors provide individual viewpoints only. Their work does not implicate the Federal Advisory Committee Act.
  5. Staff roles: Kathryn LaChappelle, MPH, Health Science Specialist, PRIME Center will serve as the liaison. She will support development of the Board, including providing sample bi-laws and charters, as well as facilitate the orientation education process and regular meetings.

National and Local Support:

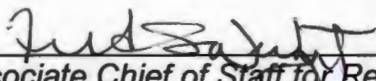
6. The Veterans & Family Advisory Council gave their approval and support of the creation of the PRIME Center Veteran Engagement Board during their October 2016 meeting.
7. The VACHS Facility Outreach Committee gave their approval and support of the creation of the PRIME Center Veteran Engagement Board during their October 2016 council meeting.

Thank you for your consideration of this proposal.

  
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 Director, PRIME Center

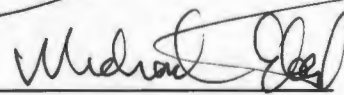
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Recommend Approval:

  
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 Associate Chief of Staff for Research

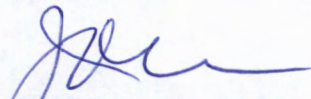
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Recommend Approval:

  
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 Chief of Staff

11/22/16  
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 Date

Approve:

  
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 Director, VACHS

11/27/16  
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 Date