

## Supporting Providers and Families to Access Telehealth and Distant Care Services for Pediatric Care

### Chapter Telehealth Grant Opportunity

#### Call for Proposals

The purpose of this award is to offer grants of up to \$25,000 to AAP Chapters interested in implementing a project that supports improved access to the medical home model of care through the use of telehealth for children, adolescents, and their families. The grant will support AAP Chapters with telehealth and distance care project activities for their members. Program awardees will participate from **September 2021- February 2022**.

This chapter grants project is being made available through the “Supporting Providers and Families to Access Telehealth and Distant Care Services for Pediatric Care” project. This project is a grant between the American Academy of Pediatrics (AAP) and the Maternal and Child Health Bureau (MCHB) in the Health Resources and Services Administration (HRSA). The goal of this grant is to support telehealth access and infrastructure for the provision of comprehensive care to children and adolescents, including children and youth with special health care needs (CYSHCN) and other vulnerable pediatric populations, utilizing a medical home approach during and after the COVID-19 pandemic.

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#### Applicant Requirements and Processes:

- Applicants should demonstrate a need in the state or territory related to telehealth implementation, expansion, and/or sustainability in alignment with the medical home approach to care.
- Preference will be given to Chapter projects that focus on health equity in alignment with the [AAP Equity Agenda](#). This could include project proposals that are inclusive of the telehealth needs of underserved communities and populations.
  - For the purpose of this project, underserved is defined as any population where health disparities are seen and where telehealth can help improve access to care and address those disparities.
  - To further support equity efforts, chapters are strongly encouraged to partner with families/caregivers, young adults, and others with lived experiences throughout their project efforts with appropriate compensation (see sample budget for more details).
- Preference will be given to Chapters who are supporting their members in activities related to:
  - Mental/behavioral health care delivered via telehealth
  - Care for Children and Youth with Special Health Care Needs (CYSHCN) delivered via telehealth
- Proposals can fall into any of the 4 tiers and must be for the **full tier amount**. AAP staff will be available to work with Chapters to determine which tier that proposal best fits into and in connecting Chapters to AAP staff that can further support them in their project activities. Below is a list of **suggested activities** that could fall under the scope of each budget; however, chapters are not limited to these suggested activities and are welcome to propose their own initiatives based on the needs of their members and communities.
  - Tier 1: \$5000
    - Education session (webinars, office hours, podcasts, roundtables)

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- Telehealth guest speaker series
- Creation and/or support of an existing subcommittee focused on telehealth at the chapter level
- Creation and/or development of resources for families/caregivers
- Tier 2: \$10,000
  - Visiting professorship
  - Telehealth guest speaker series
  - Creation and/or support of an existing subcommittee focused on telehealth at the chapter level
  - Creation and/or development of resources for families/caregivers
- Tier 3: \$15,000
  - Any activities from Tier 1 or Tier 2
  - Education session at annual meeting/ conference
  - Quality improvement project
    - Stipend for practices/practitioners participating
  - ECHO Project including CME credits
    - For Chapters that are already an ECHO hub
- Tier 4: \$25,000
  - 1-day virtual conference on telehealth education/training
  - Quality improvement project
    - Stipend for practices/practitioners participating
  - ECHO Project including CME credits and potentially MOC4 credit (if interested)
    - For Chapters that are already an ECHO hub

**Key Dates and Deadlines**

<b>Information Session</b>	<b>August 2, 2021. TIME (12:30-1:30pm) CST</b> <a href="#">CLICK HERE to register.</a>
<b>Optional Technical Assistance Calls for Application Questions</b>	<b>Times will be available August 9-24,2021.</b> <a href="#">Click here to sign-up.</a>
<b>Application Deadline</b>	<b>August 27, 2021, 5pm CST</b>
<b>Funding Decision</b>	<b>By September 13, 2021</b>
<b>Kick-Off Meeting</b>	<b>September 17, 2021. TIME (1:30pm-2:30pm) CST</b>
<b>Grant Disbursement</b>	<b>September/October 2021 and March/April 2022</b>
<b>Final Report</b>	<b>March 2022</b>

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### If awarded, participants are expected to:

- **OPTIONAL:** Conduct a needs assessment of chapter members to identify telehealth gaps if such an assessment has not already been done by the Chapter. **While this activity is optional**, we strongly encourage this for chapters that have not conducted a needs assessment of members related to telehealth.
  - A needs assessment survey and link to be provided by AAP
  - The survey can help with narrowing down topics of interest among members related to telehealth implementation, expansion, and/or sustainability and help inform Chapter project proposals and the focus of educational content.
  - If chapters distribute this survey and plan to disseminate findings through publications or presentation, Institutional Review Board (IRB) may be required. Please consult your local IRB or contact the AAP staff team for more information.
- Launch a program/project that offers opportunities related to telehealth education to chapter members no later than September 2021.
  - AAP has a number of telehealth education resources that chapters can use and/or reference for this opportunity. (See Appendix C for list of available presentation topics and Appendix D for publicly available AAP telehealth resources)
- Participate in recurring monthly calls with the national AAP project team and provide regular progress reports.
- Explore collaborations and partnerships opportunities including but not limited to the following: (AAP staff will be available to facilitate connections as needed)
  - Connections with state or territory [Family-to-Family Health Information Centers](#).
  - Connections with state [Title V Programs](#).
  - Psychiatry Access Programs
    - [National Network of Child Psychiatry Access Programs \(NNCPAP\)](#)
    - [Pediatric Mental Health Access Programs](#)
  - Collaboration with [National Rural Health Association \(NRHA\)](#) state associations.
  - Connections to [National Consortium of Telehealth Resource Centers](#).
- Submit a final report to AAP within 1 month of grant ending to share promising practices and lessons learned. (Template will be provided)

### Publicity

The AAP may include information about your Chapter's project in its program evaluations, publications, and promotional and technical assistance materials.

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### Application Directions

Please submit a proposal that includes the information below and addresses the project narrative and budget portions of this application. [CLICK HERE](#) to complete the application online **by August 27, 2021 5 pm CST**. If you need a word copy of the application, please reach out to Robinn Yu at [ryu@aap.org](mailto:ryu@aap.org).

### Questions?

Oyin Oloninyi, Program Manager, Telehealth Infrastructure Initiatives: [ooloninyi@aap.org](mailto:ooloninyi@aap.org)

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### Items to Include in the Application:

- **Chapter Information (Name, Address)**
- **Primary Point Person (Name, Email, Phone, Role)**
- **Secondary Point Person (Name, Email, Phone, Role)**
- **Project Narrative (not to exceed 3 pages)**
- **Budget and Budget Justification**

#### A. **Project Narrative** (no more than 3 pages)

1. **Describe the need for telehealth capacity building and/or sustainability in your state or territory.** (Highlight 3-5 subjects/topics around telehealth implementation, expansion, and/or sustainability you would be interested in. Chapters can use results of any Chapter needs assessment activities to determine which subjects/topics to highlight)
2. **Describe your project proposal.** (What activities related to telehealth in pediatric care are you interested in implementing in your Chapter? What are the goals/aim of your project?)
3. **Describe how your project will support health equity efforts and/or align with the AAP Equity Agenda?** (Examining current data collection categories, which identity groups, who are facing health disparities, will be most affected and concerned with the issues related to this proposal? Which perspectives will you incorporate in your chosen proposal activity (resource, content, webinar creations) to ensure its success and/or sustainability?)
4. **Will your project have a focus on any of the following populations? If so, please provide a short description of how your project will focus on these populations.**
  - a. Children or adolescents with behavioral/mental health needs
  - b. Children and youth with special health care needs
5. **Describe any relevant partnerships that will enhance the ability of your Chapter to support a telehealth project/activity for your members?** (Are these partnerships already established? Are there new partnerships that will be formed?)
6. **Describe how you may support/sustain telehealth to support improved access to care and help increase access to a medical home within your Chapter following completion of this grant.**

#### B. **Budget**- a total of up to \$25,000 per Chapter will be awarded. (What grant tier does your proposal fall under? Describe how funding will be used/applied if awarded)

**Please provide a budget and budget justification. You may attach a separate Word document. See below for a budget template and see Appendix A for the budget template and Appendix B for a sample budget**

- Budget must clearly support the goals outlined in your application
- Budget must include a complete description of each activity and expense
- All budget line items must include a formula
- Do not group multiple activities in one-line items

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**Appendix A  
Budget Template**

*AAP Chapter Budget* (Total of up to \$25,000 per Chapter):

Item	Request
Salary	\$
Fringe	\$
CME (optional)	\$
Materials	\$
Stipends/Other	\$
Consultant(s)	
Indirects	\$0
Office Supplies	
<b>Total</b>	<b>\$25,000.00</b>

**Budget Justification:**

**Salary:**

**Fringe:**

**CME:**

**Materials:**

**Stipends/Other:**

**Consultant(s):**

ADDITIONAL GUIDANCE
<p><b>Unallowable expenses:</b></p> <ul style="list-style-type: none"> <li>Funds cannot be used for any activities related to advocacy, since funds come from a federal grant</li> <li>Construction</li> <li>Capital equipment and/or expenses (i.e., rent, office equipment, computer software)</li> <li>Equipment including computers, projectors, and speakers</li> <li>Existing program activities</li> <li>Supplemental funding to previously awarded grants</li> </ul>
<p><b>Grant money is limited in the following areas for educational programs:</b></p> <ul style="list-style-type: none"> <li>Maximum speaker honoraria = \$1,000/speaker</li> <li>Maximum travel expenses (airfare, ground transportation, etc.) = \$700/speaker</li> <li>Food and beverage cannot exceed \$125 per attendee, per day</li> <li>Space rental cannot exceed \$250 per day</li> <li>Audio visual cannot exceed \$250 per day</li> <li>Marketing and distribution cannot exceed \$5 per attendee</li> </ul>
<p><b>Stipends/Other:</b></p> <ul style="list-style-type: none"> <li>The AAP is recommending \$25/hour as suggested compensation if providing honorariums to any families/caregivers and or young adults that might be partnering with your chapter in your project</li> </ul>
<p><b>Salary:</b></p> <ul style="list-style-type: none"> <li>Salaries paid are subjected to a \$199,300 FTE federal salary cap.</li> </ul>

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**Appendix B  
Sample Budget**

*AAP Chapter Budget (Total of \$25,000):*

<b>Item</b>	<b>Request</b>
Salary	\$8,660
Fringe	\$1,559
CME (optional)	\$500
Materials	\$1,450
Stipends/Other	\$12,000
Consultant(s)	\$500
Indirects	\$0
Supplies	\$331
<b>Total</b>	<b>\$25,000</b>

**Budget Justification:**

**Salary:**

Project Manager (Salary: \$46,592 at 0.8FTE) - .25 FTE \$28/hour (6 months) = **\$7,280**

Executive Director (Salary \$95,680) - 30 hours @ \$46/hour = **\$1,380**

**Total = \$8,660**

**Fringe:** 18% off salary. \$8,660 x 18% = **\$1,559**

**CME: \$500**

**Materials:**

Toolkits for participants: = **\$750**

Materials – printing costs: 3,500 pieces @ \$.20 each = **\$700**

**Total = \$1,450**

**Consultants:** Development/design work on materials: 10 hours @ \$50/hour = **\$500**

**Stipends/Other:**

Honoraria to Families/Caregivers: 6 families or caregivers at 25/hr for 20 hours = **\$3,000**

Honoraria to Young adults: 6 young adults at 25/hr for 20 hours = **\$3,000**

Honoraria for two content experts per session = \$1,000. Six sessions = **\$6,000**

**Total = \$12,000**

**Supplies:** General office supplies: \$50/month = **\$331**

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### Appendix C Telehealth Presentation Topics

Title	Focus Area	Modality
Opportunities to Promote Adolescent-Centered Care via Telehealth	Adolescent Health	PowerPoint Slides for Webinar
Keys to Successful Telehealth Visits with Adolescents	Adolescent Health	PowerPoint Slides for Webinar
Maintaining Confidentiality when Caring for Adolescents in a Telehealth Setting	Adolescent Health	PowerPoint Slides for Webinar
Identifying and Managing Mental Health Concerns in a Telehealth Environment	Adolescent Health	PowerPoint Slides for Webinar
Considerations for Safety in a Telehealth Environment	Adolescent Health	PowerPoint Slides for Webinar
Strategies for Utilizing Telehealth to Care for Youth Experiencing Homelessness, in the Juvenile Justice System, and Across the Education System	Adolescent Health	PowerPoint Slides for Webinar
<a href="#">Using Telehealth to Improve Access to Sexual and Reproductive Health Care for Adolescents</a>	Adolescent Health	Recording of Office Hour Webinar
<a href="#">Using Telehealth to Respond to Mental Health Challenges during COVID-19</a>	Behavioral/Mental Health	Recording of Office Hour Webinar
<a href="#">Strategies for Integrating Telehealth for Mental Health Follow-up in Primary Care</a>	Behavioral/Mental Health	Recording of Office Hour Webinar
<a href="#">Considerations for Safety and Suicidality in a Telehealth Environment</a>	Behavioral/Mental Health	Recording of Office Hour Webinar
Behavioral/Mental Health Care During the Telehealth Visit	Behavioral/Mental Health	PowerPoint Slides for Webinar
Telehealth Visits with Younger Patients: Keys to Success	Behavioral/Mental Health	PowerPoint Slides for Webinar
What Happens if a Screen is Positive? Using Telehealth to Follow up on Mental Health Concerns	Behavioral/Mental Health	PowerPoint Slides for Webinar
Using Brief Interventions and Telehealth to Manage Mental Health Concerns	Behavioral/Mental Health	PowerPoint Slides for Webinar
Considerations for Suicidality in a Telehealth Environment	Behavioral/Mental Health	PowerPoint Slides for Webinar
Considerations for Health Equity and Clinician Wellbeing in Telehealth Practice	Behavioral/Mental Health	PowerPoint Slides for Webinar
<a href="#">Telehealth 101</a>	Rural/Underserved Communities	PowerPoint Slides for Webinar
<a href="#">Telehealth Barrier Busters</a>	Rural/Underserved Communities	PowerPoint Slides for Webinar
<a href="#">Using Telehealth to Increase Access to Well Child Care During the Pandemic</a>	Rural/Underserved Communities	PowerPoint Slides for Webinar
<a href="#">Telehealth from the Patient and Family Perspective</a>	Rural/Underserved Communities	PowerPoint Slides for Webinar
<a href="#">Emergency Preparedness and the Role of Telehealth</a>	Rural/Underserved Communities	PowerPoint Slides for Webinar
<a href="#">Telehealth to Improve the Medical Home in 2021</a>	Rural/Underserved Communities	PowerPoint Slides
Telehealth Workflows, Training, and Documentation	General Telehealth	PowerPoint Slides
State Billing, Payment, and Key Considerations	General Telehealth	PowerPoint Slides
Maintaining Quality and Maximizing the Experience	General Telehealth	PowerPoint Slides
Using Telehealth to Support Care Coordination for Children with Medical Complexity	Child Health	PowerPoint Slides

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Appendix D  
Publicly Available AAP Telehealth Resources

AAP Telehealth Website: <a href="http://www.aap.org/telehealth">www.aap.org/telehealth</a> Public Messaging Campaign Toolkit: <a href="#">Promoting Telehealth</a>	
<b>Healthychildren.org Articles</b>	
Title	Focus Area
<a href="#">How to Have a Telehealth Visit from College</a>	Adolescent Health
<a href="#">Teens &amp; Telehealth</a>	Adolescent Health
<a href="#">Telehealth Can Enhance Mental Health Care</a>	Behavioral/Mental Health
<a href="#">Telehealth Visits for Children Who Need Hearing or Vision Help</a>	CYSHCN
<a href="#">Telehealth 101: Get Plugged in to Your Child's Health</a>	Telehealth
<a href="#">Working Around Technical Issues for Your Child's Telehealth Visit</a>	Telehealth
<a href="#">Ask the Pediatrician: Can Telehealth Video Visits be a good option for my child? (update)</a>	Telehealth
<a href="#">Telehealth Services Start with Your Pediatrician (update)</a>	Telehealth
<b>Telehealth Podcast</b>	
Title	Focus Area
<a href="#">Pediatrics on Call (Episode 44): Telehealth During COVID-19. Bariatric Surgery in Adolescents</a>	Telehealth
<a href="#">Pediatrics on Call (Episode 47): Pediatrics Research Roundup. Racial Disparities in Telehealth</a>	Telehealth
<a href="#">Pediatrics on Call (Episode 55): Pediatrics Research Roundup. Telehealth for Children with Special Needs</a>	CYSHCN
<b>PediaLink Course</b>	
Title	Focus Area
<p style="text-align: center;"><b><a href="#">“Providing Telehealth and Distant Care Services in Pediatrics”</a></b></p> <ul style="list-style-type: none"> <li>– Unit 1- Getting Started: Establishing a Pediatric Telehealth Team</li> <li>– Unit 2- Provider to Patient: How to Conduct a Telehealth Visit</li> <li>– Unit 3- Protecting Privacy and Confidentiality During Telehealth Visits</li> <li>– Unit 4- Primer: How Do I Prepare My Practice for a Telehealth Visit for CYSHCN?</li> <li>– Unit 5- Telehealth 101: How Do I Use Telehealth to Optimize Chronic, Acute, and/or Preventive Care for CYSHCN?</li> <li>– Unit 6- It Takes a Village: How to Use Telehealth Across Diverse Care Settings for CYSHCN</li> </ul> <p>The course is <b>free</b> to the general public, including non-AAP members. Learners will only be required to <a href="#">create an AAP login</a> (if they don't already) to obtain access to the course.</p>	CYSHCN/ Telehealth

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