



**DEFENSE HEALTH AGENCY
7700 ARLINGTON BOULEVARD, SUITE 5101
FALLS CHURCH, VIRGINIA 22042-5101**

VA Health Informatics Certificate Program (VA AMIA 10x10)

Fall 2024 Session Course Dates: April 08 to October 25, 2024

APPLICATIONS FOR ENROLLMENT ACCEPTED: January 08 – February 12, 2024

This is the application for the VA Health Informatics Certificate Program (VA AMIA 10x10).

Applications for enrollment should be submitted according to the instructions provided below.

The essay questions (18 and 19) are **WEIGHTED HEAVILY** in scoring the applications and **SHOULD BE DRAFTED BEFORE YOU START THE APPLICATION.**

These questions provide an opportunity for you to demonstrate the leadership qualities, strategic vision and enthusiasm that you feel set you apart from the other candidates.

Program Requirements:

- O2 and above; GS Employees of DHA Health Informatics
- Not currently enrolled in an internship, fellowship or residency program
- At least 2 years remaining on active duty
- Not open to contractors

Instructions for submission:

- **Review the application questions below and prepare your responses.** Essay responses can be copied and pasted into the application.
- Questions marked with an asterisk (*) are required.
- Confirm that you have supervisory endorsement for your participation before entering your application. **The supervisor's written endorsement/Letter of Recommendation is required.**
- Prepare the information and submit the application to
dha.ncr.dir-support.mbx.hi-eco@health.mil

Part I: General Information

1. * Applicant Contact Information:

- First Name:
- Last Name:
- Health.mil Email:
- Alternate Email:
- Primary Phone:

2. *Current rank.

Please Note: Contractors are not eligible to participate.

3. *Street Address (Mailing):

- City
- State
- Zip Code

4. *Professional Credentials: (Select all that apply)

- MD/DO
- PhD
- PA
- RN
- APRN
- LPN
- Pharmacist (RPh, PharmD)
- Social Worker (MSW, BSW)
- DDS
- HIMS (RHIA, RHIT, CCA/S)
- Medical Technologist
- Other
- N/A (Not Applicable)

5. * Current Duty Station/ Assignment:

6. *Work Experience:
- Current Position Title:
 - Current Grade or Level:
 - Years in Current Position:
 - Total Years AD:

Part II: Supervisor Information

7. *Supervisor:
- Name:
 - Title:
 - Email:
 - Phone:

There is no requirement to complete any of the coursework during duty hours. Participants and their supervisors should be aware of the following:

- Estimated time commitment required of participants is approximately 12 hours per week.
- Most work can be completed from any pc with internet access and in accordance with the participant's personal schedule.
- Although occasional conference calls and webinars may be scheduled during duty hours, these are recorded and made available for review at a later time/date or an alternative activity is provided.
- Occasional group work is required which will be scheduled collaboratively according to the participants' schedules.
- Completion of a course project, chosen by the individual participant with approval of the faculty advisor, is required.

Participants are responsible for obtaining supervisory approval for time spent on coursework during duty hours. We do require written concurrence, and ask that you confirm their support by responding to the following questions:

8. *Please confirm that your supervisor agrees to comply with ALL of the following requirements:
- Release participant for online training sessions (amount of time is determined locally as indicated above).
 - Support participant work on certificate program projects.
 - Advocate with local leadership for support of travel and registration expenses required to attend one face-to-face meeting in November at AMIA Annual Symposium.

Part III: General Education and Professional Affiliations

The AMIA 10x10 Program is designed to be the equivalent of a three (3) credit hour graduate level course. The information you provide relative to your education and/or experience will serve to demonstrate your ability to complete this graduate level program.

9. *Highest Level of Education Completed:

- High School Diploma or GED
- Some College but no degree
- Associate Degree
- Bachelor's Degree
- Master's Degree
- Doctoral Degree
- MD/DO
- Currently Enrolled in a Degree Program (If yes, please describe program and estimated completion date.)

- Other (Please specify.)

10. *Major/Area of Study:

11. If you would like us to consider your experience as a substitute for education, please describe how your experience and performance support your ability to succeed in a graduate level program.

12. Active Informatics certifications (Please, list):

13. Current Memberships in Professional Organizations: (Describe your role and level of involvement)

14. *How did you hear about the VA AMIA 10x10 program?

15. Please indicate which of the following coursework you have participated in.

- Bellevue College sponsored Introduction to Health Informatics offered in 2011/2012 only
- Introduction to Health Informatics 101 (HI 101) Modules on the VHA Classroom site
- Health Informatics Lecture Series (301) on TMS
- Introduction to Health Care Data Analytics
- Healthcare Analytics Certificate Program
- Other informatics coursework (Please indicate below)

16. *Is this your first application for the VA Health Informatics Certificate Program (AMIA 10x10)?

Part IV: Essay Questions

The following essay questions are your opportunity to demonstrate that you are among the best candidates for the VA AMIA 10x10 Program.

- Successful candidates will be able to describe past accomplishments and contributions, current involvement, as well as vision and goals for the future direction of informatics in VA.
- Please limit your response to each of the following essay questions (18, 19 and 20) to 300 words or less.
- If you have previously prepared your response, you should be able to copy and paste it into the appropriate field.
- We recommend that you check essays for correct spelling, grammar, and punctuation prior to submission.

17. *Informatics Roles and Responsibilities:

Please address each of the following:

- What is your current role in relation to informatics?
- How did you become involved in informatics?

- Describe your involvement and contributions to health informatics projects, workgroups or committees.

- Explain how your contributions/efforts impacted the outcome or results.

18. *Value to the Organization:

Describe how the VA Health Informatics Certificate Program would add value and make you more effective in improving Veteran health care through your current role.

19. *Professional Development:

Describe your career goals and how this program would support your professional development and achievement of those goals.

Once you have collected the information needed and drafted your responses to the essay questions, email your completed application to

dha.ncr.dir-support.mbx.hi-eco@health.mil

Applicants notified of decisions: On or before 08 March, 2024