



East Indiana AHEC Health Careers Champion Activities and Expenses Guidance 2017-2018 School Year

Health Careers Informational Activities

Health Careers Informational Activities are activities designed to meet East Indiana AHEC's objective of increasing local student knowledge and awareness about health care careers. These activities are typically one time/one-class-period occurrences. Reporting on health careers informational activities can be done at the group level using Indiana AHEC Network forms and will include group demographic information and number of students reporting an increase in health careers knowledge and awareness.

Examples of health careers informational activities include:

- Student assignments using health careers web resources.
- School career fairs that include health care professionals.
- Health professional student or health professional class speakers.
- Interest inventory or other career exploration tools that include health careers information.

Health Careers Intensive Activities

Health Careers Intensive Activities are activities designed to meet East Indiana AHEC's objectives of increasing student preparedness/readiness to pursue health careers or health careers college training and increasing student intent/commitment to pursue a health career. These activities typically extend over multiple contact hours or class periods. Reporting on health careers intensive activities should be done at the individual participant level using Indiana AHEC Network forms that ask for individual student demographic information and include questions on increased knowledge/awareness, increased preparedness/readiness, and increased intent to pursue.

Examples of health careers intensive activities include:

- Field trips to colleges that offer health careers-oriented degrees or programs.
- Field trips to sites where students interact with health professionals in a clinical setting.
- Targeted / interactive versions of health professions student or professional speakers.
- Class activities / labs that include specific health professions content.
- Club / extracurricular participation with a health professions focus.

Reimbursement for Expenses

East Indiana AHEC can provide reimbursement for expenses related to health careers activities. Funds are subject to federal grants uniform guidance in terms of allowable expenses. Examples of allowable expenses include transportation costs for a field trip, educational supplies for class activities, or professional services costs for providers of student educational activities. Expenses such as food/refreshments, payment to career fair participants, scholarships, or promotional giveaways are not allowable. Contact East Indiana AHEC to have a pre-approval conversation regarding use of funds for health careers activities and retain receipts/invoices to submit for reimbursement.