



THE UNIVERSITY OF ARIZONA  
**Arizona AHEC**  
Area Health Education Centers

# ARIZONA AHEC REGIONAL CENTER AND RURAL HEALTH PROFESSIONS PROGRAM OVERVIEW



# AGENDA

[AHEC OVERVIEW](#)

[REGIONAL CENTER OVERVIEW](#).

[RURAL HEALTH PROFESSIONS PROGRAM \(RHPP\) OVERVIEW](#)

[COMMUNITY BASED EDUCATION AND TRAINING \(CBET\)](#)

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QUESTIONS AND DISCUSSION



# ARIZONA AHEC OVERVIEW

06/2025



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# ARIZONA AHEC INFRASTRUCTURE

Our mission: to enhance access to quality health care, particularly primary and preventive care, by improving the supply and distribution of health care professionals through academic community educational partnerships in rural and urban medically underserved areas.

Since 1984, AzAHEC has served Arizona in pipeline to practice health professions workforce development for rural and urban underserved communities.

AzAHEC is administered through the University of Arizona Health Sciences,

AzAHEC is a sponsored project of the University of Arizona.



# ARIZONA AHEC FUNDING

Federal funding from Health Resources Services Administration (HRSA), Bureau of Health Professions.

Federal funds available to approximately 53 AHEC Program Offices which fund centers in their states.

Non-competing proposal submitted annually by every AHEC Program Office; competitive continuation grant submitted every five years.

In Arizona, non-competing/competing RFP required of AzaAHEC Regional Centers.

Statutory state funding from the Arizona State Lottery (A.R.S. § 5-572C) to the Arizona Board of Regents (ABOR). This supplies the required match to receive the federal funds for Regional Centers and additionally funds other initiatives consistent with mission, inclusive of RHPPs.

AzaAHEC is one of the few states that receives both Federal and State support and provides federal match on behalf of centers.

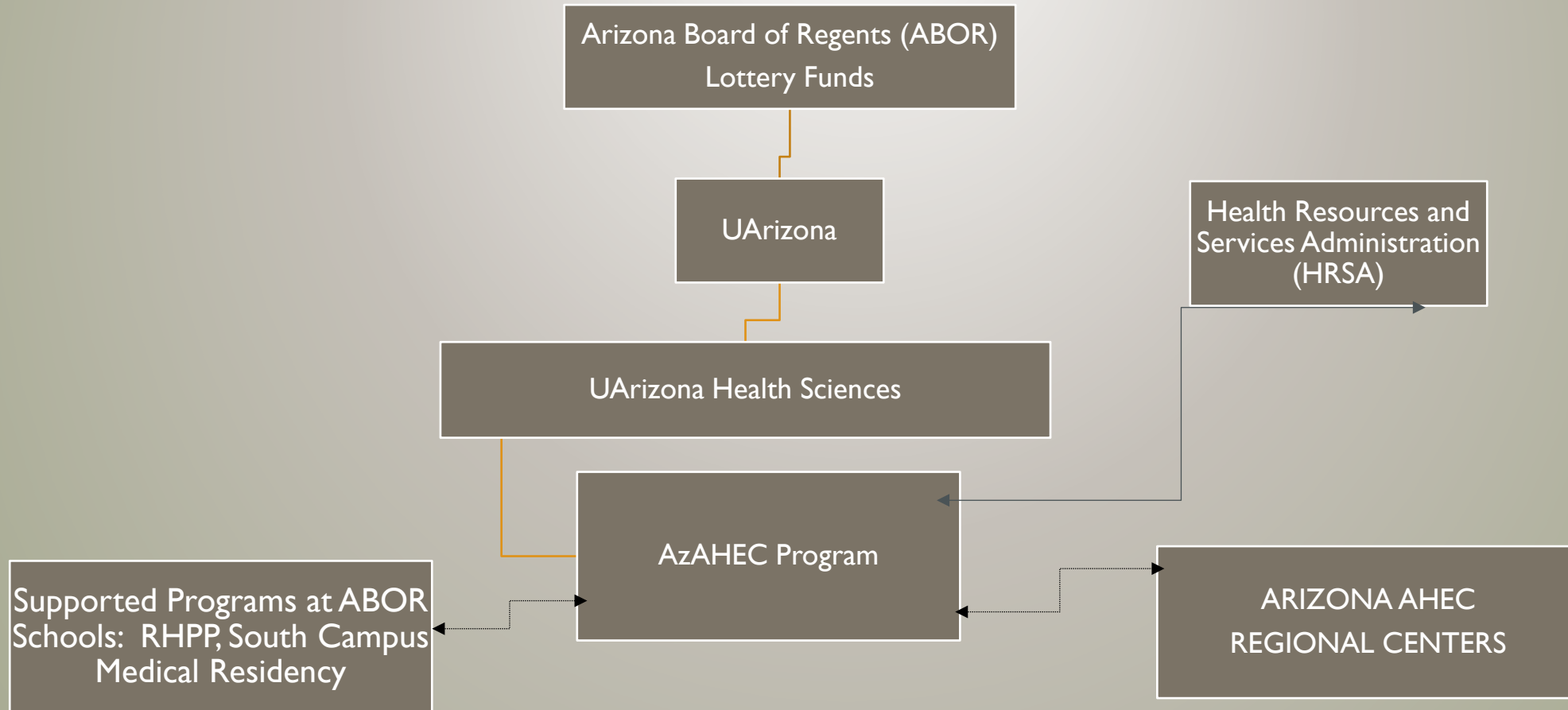
As of 6/2025, Arizona AHEC supports six Regional Centers; ten Rural Health Professions Programs, as well as other programs consistent with AzaAHEC Mission.



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# AZAHEC PROGRAM STRUCTURE



# ARIZONA AHEC FUNDING

Arizona AHEC receives two sources of funding to meet its core mission addressed in this section.

Approximately 10% of AzaAHEC funding is from HRSA.

75% of HRSA funding supports the AzaAHEC Regional Centers; the remaining 25% supports the Program Office.

Approximately 90% of AzaAHEC funding is from the State of Arizona Lottery Funds.

As of February 2025, State Lottery funds support six Regional Centers; ten Rural Health Professions Programs, South Campus Medical Residency, NorthCountry Medical Residency, Med-Start, and Flowing Wells Pipeline Program, as well as the AHEC Program Office.

All supported programs are required to submit an RFP.

AHEC has multiple fiscal years with which it complies:

Federal contract year is 9/1 – 8/31. Annual and quarterly financial, data and narrative reporting applies.

Federal data reporting year is 7/1 – 6/30. Annual data reporting applies.

State reporting year is 7/1 – 6/30. Annual data and narrative reporting applies.

# AZAHEC PROGRAM OFFICE STAFF







# ARIZONA AHEC REGIONAL CENTERS

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# SIX AZAHEC REGIONAL CENTERS

American Indian Health AHEC (AIH-AHEC)

Central Arizona AHEC (CAAHEC)

*Parent Organization: Arizona Alliance of Community Health Centers*

Center for Excellence in Rural Education (CERE-AHEC)

*Parent Organization: Mogollon Health Alliance (MHA) Foundation*

Colorado Plateau Center for Health Professions (CPCHP)

*Parent Organization: North Country HealthCare*

*Prior Name of CPHCP: Northern Arizona AHEC (NAHEC)*

Southern Arizona AHEC (SAAHEC)

*Parent Organization: El Rio Health*

Western Arizona AHEC (WAHEC)

*Parent Organization: Regional Center for Border Health*



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# REGIONAL CENTERS FOCUS

Each Regional Center receives support for the following activities:

- a. **A. Community-based Experiential Training (CBET)**
- b. **B. AHEC Scholars Community Immersion**
- c. C. Grades 9<sup>th</sup>-12<sup>th</sup> and Undergraduate Structured Pipeline Activities
- d. D. Continuing Education for Health Professionals
- e. E. Grades K-12 Unstructured Pipeline Activities
- f. F. Community events on health-related topics

All activities are reported by Regional Centers in Salesforce Data Base.



## ARIZONA AHEC REGIONAL CENTER EXAMPLE FIELD EXPERIENCES BY DISCIPLINE

In 2023-24, Arizona AHEC Regional Centers initiated and otherwise supported 1,196 health professional in 2,322 field experiences in a variety of degree and certification programs for multiple educational institutions, with example disciplines as shown below.

<b>DEGREE/CERTIFICATION</b>	<b>EXAMPLES OF DISCIPLINE (Not a complete list)</b>
Bachelors Degree	Registered Nurse, Dental Hygiene, Public Health
Diploma/Certificate	Licensed Practical Nurse
Doctoral Degree	DDS, DO, DNP, MD, PharmD
Masters Degree	MSW, NP, PA
Residency	Graduate Medical Education
Vocational Training	Medical Assistant, Certified Nursing Assistant, Phlebotomy Technician

A photograph of a desert landscape featuring saguaro cacti in the foreground and rugged mountains under a blue sky with scattered white clouds in the background.

# QUESTIONS AND DISCUSSION

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A photograph of a desert landscape featuring saguaro cacti in the foreground, scrubby vegetation, and a range of mountains under a blue sky with scattered white clouds. The text "RURAL HEALTH PROFESSIONS PROGRAMS" is overlaid in white, bold, sans-serif capital letters.

# RURAL HEALTH PROFESSIONS PROGRAMS

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# RURAL HEALTH PROFESSIONS PROGRAM

Authorized by state statute in 2007 (A.R.S. § 15-1754)

Core component of the AzAHEC Program to address shortages of health professionals in rural and underserved Arizona communities.

Provide rural and underserved training experiences for graduate-level health professions students enrolled in the public universities under the Arizona Board of Regents.

# RURAL HEALTH PROFESSIONS PROGRAMS

Ten Rural Health Professions Programs (RHPPs) at Arizona Board of Regents (ABOR) institutions. In 2023-24, RHPPs supported 899 unique health professional students in 1779 rotations in the graduate level disciplines of the programs shown below.

## **Rural Health Profession Programs**

- **ASU College of Nursing and Health Innovation**
- **UA College of Medicine – Tucson**
- **UA College of Medicine – Phoenix**
- **UA College of Nursing**
- **UA College of Pharmacy**
- **UA College of Public Health**
- **NAU School of Nursing**
- **NAU Occupational Therapy Program (Added in FY25)**
- **NAU Department of Physician Assistant Studies**
- **NAU Physical Therapy Program**

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# COMMUNITY BASED EDUCATION AND TRAINING

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# CBET REPORTING

- Community Based Experiential Training (CBET) is reported to Arizona AHEC in Salesforce by the following programs:
  - Six Regional AHEC Centers
  - Ten RHPP Programs
  - South Campus Medical Residency



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# CBET TRAINING

- Community Based Experiential Training (CBET) is:
  - Non-classroom training for a health profession students matriculated (i.e., enrolled in credit-bearing course(s) toward attainment of a health-profession degree) in a United States licensed educational institution.
  - Also referred to as a clinical experience, field experience or rotation.
  - Conducted under the direction of a qualified preceptor in the same or higher discipline as the trainee to be considered a clinical field experience.
  - One or more of the courses in which the student is enrolled must specify the requirement for a health profession field experience and the number of hours required for that field experience.
  - Inclusive of health profession students and residents; both referred to as trainees.
    - Health profession residents are employees of a United States licensed institution (e.g., hospital or clinic) which provides graduate medical education.



# REPORTING OF RHPP ENTRIES

## **RHPPS project anticipated rotations in Salesforce**

This allows:

- *Regional Center to identify support provided for that field experience.*
- *Distribution of pre-surveys to trainees as required by funder.*

## **RHPPs confirm rotations in Salesforce**

This allows:

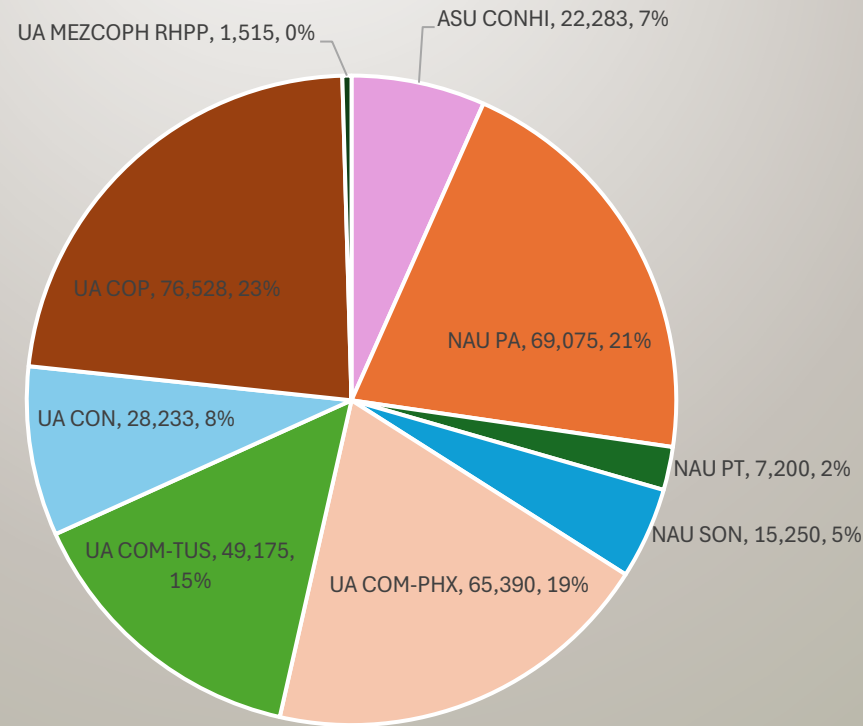
- *Program Office to validate and report rotation to funders.*
- *Distribution of post-surveys to trainees as required by funders.*



# RURAL HEALTH PROFESSIONS PROGRAM

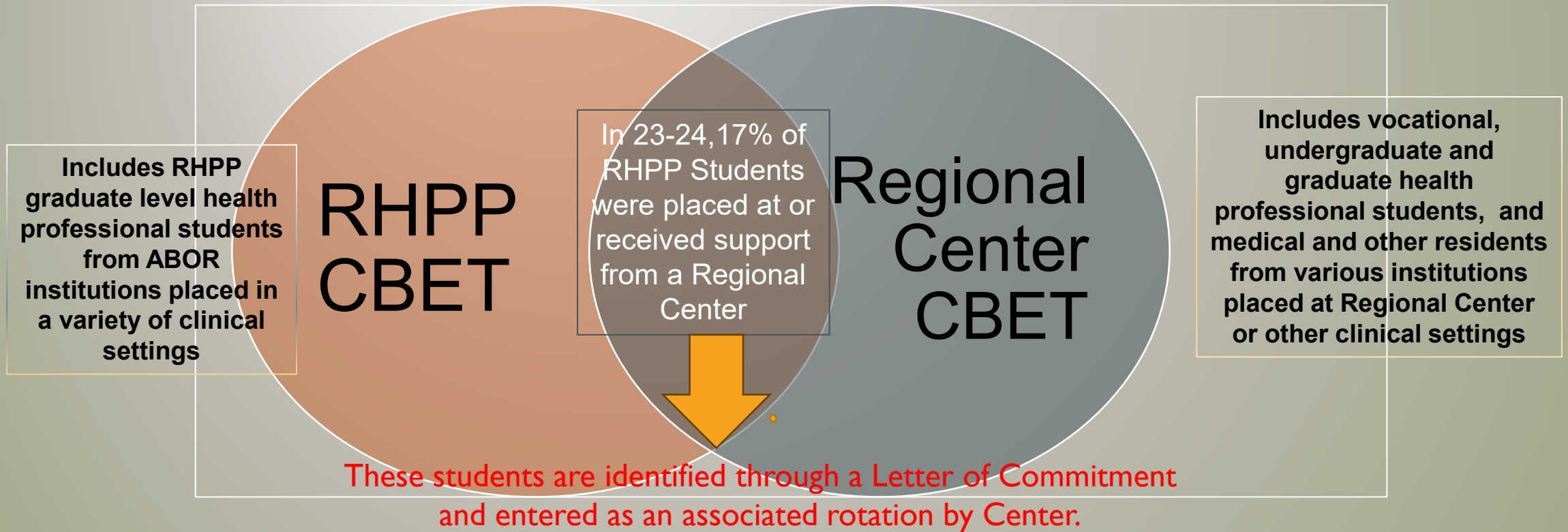
Rotation Hours by Rural Health Professions Program (RHPP) July 1, 2023–June 30, 2024

**N= 334,649  
contact hours**



ASU CONHI NAU PA NAU PT NAU SON UA COM-PHX UA COM-TUS UA CON UA COP UA MEZCOPH RHPP

# REPORTING OF RURAL HEALTH PROFESSIONS AND REGIONAL CENTER CBET ACTIVITIES





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# THE AHEC SCHOLARS PROGRAM

Requirement of HRSA funding beginning in 2018.

Requirement of all AzAHEC funded RHPPs

Goal is for health profession students to gain community-based experiences

AHEC Scholars must have CBET experiences that are separately reportable.

ASP completed by the time of graduation.

# THE AHEC SCHOLARS PROGRAM IMPLEMENTATION

The AHEC Scholars Manual contains components of the program.

Community immersion requires 80 hours per year; two weekends/year

Scholars receive a stipend of \$1,000 annually.

New ASP cohort every year--one new; one returning

RHPPs recruit students to apply and approve through Salesforce

Interprofessional assignments by Program Office to Regional Center

Regional Center develops program and identifies faculty mentor for their region's AHEC Scholars' community immersion.



# RHPP DASHBOARDS

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# ARIZONA AHEC SALESFORCE

Arizona AHEC required all metrics be reported in Salesforce.

SalesForce usage differ between AHEC Regional Centers and RHPPs.  
RHPPs ONLY report CBET.

Unique training is constantly being scheduled for different user types.  
Upcoming training will include RHPP Director

Focus on next screen is on the outcome reports that result from input at the RHPP staff level.

# RHPP SALESFORCE DASHBOARD OVERVIEW

Each RHPP has two dashboards on their Salesforce homepage:

- Dashboards are critical for RHPPs to review to ensure all reported CBETS are accurate and complete.
  - Comparison to internal records should occur regularly by RHPPs
- First dashboard is the “Rotations Dashboard”
  - Tiles for projected rotations, confirmed rotations, and validated rotations.
    - Validated rotations are those that have been determined to be reportable by the Program Office to HRSA.

# RHPP SALESFORCE DASHBOARD OVERVIEW

- Second dashboard is the “Contract Achievement Dashboard”
  - Tiles for unique students, rotations and hours, scholars reported toward award achievement metrics.
- Tiles on all dashboard contain imbedded spreadsheets that provides details of information summarized on the tile.
  - Imbedded spreadsheet contains hyperlinks to data reported.
  - Spreadsheets can be downloaded and analyzed as needed.



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# EXTERNAL REPORTING To Funding Sources

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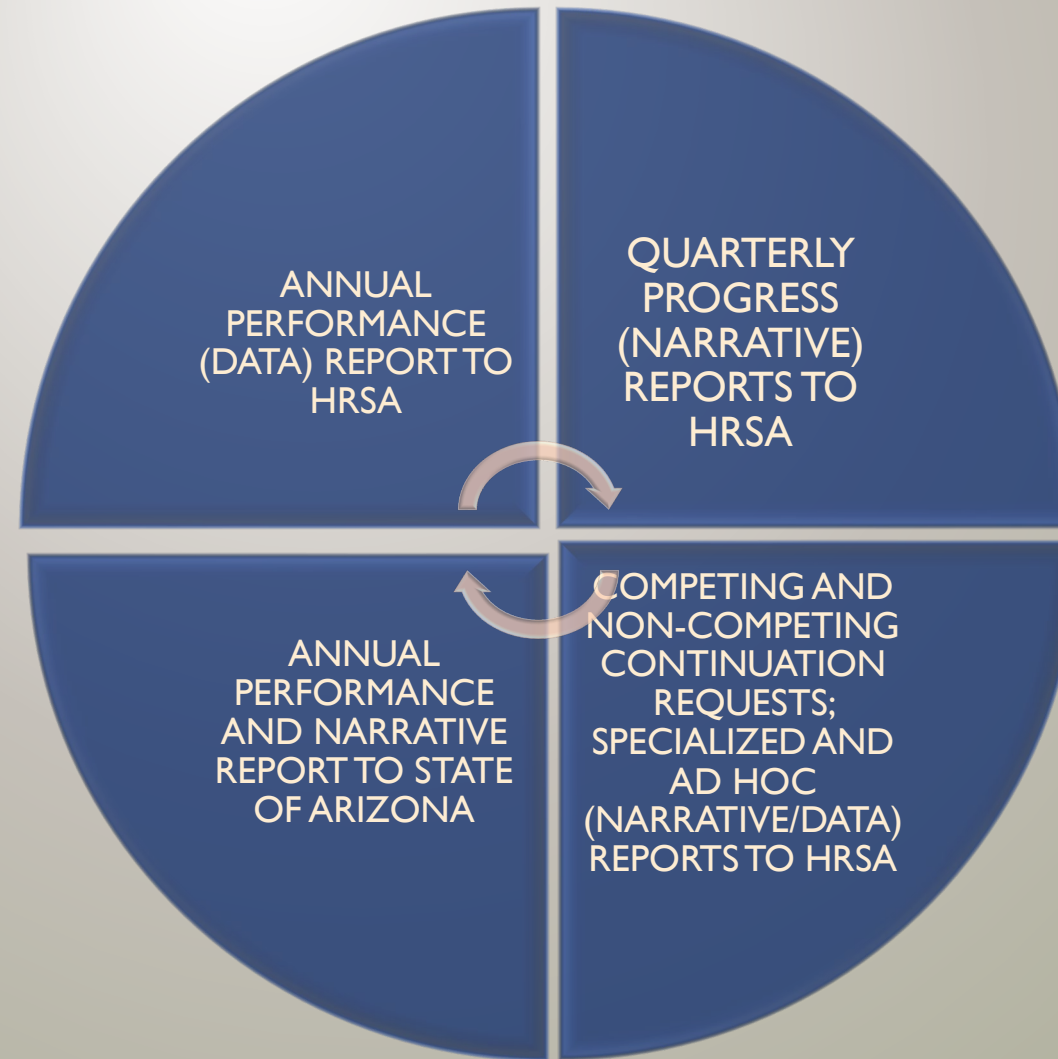
# ARIZONA AHEC FEDERAL FUNDING

HRSA requires multiple reports from AzAHEC. To facilitate these, the AHEC Program Office requests information from Regional Centers, Rural Health Professions Programs (RHPPs), and other partners. Reporting requirements are specified in each contract or award letter and encompass both federal and state reporting requirements.

All activities that meet federal reporting guidelines, regardless of the source of the support, are reported to HRSA.



# Arizona AHEC Required Reporting





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# INTERNAL REPORTING FROM PROGRAM PARTNERS

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# RHPP NARRATIVE AND FINANCIAL REPORTS

Each RHPP, South Campus and other Non-Center program partners on a 12-month award submit two semi-annual narrative and financial reports.

Non U of Arizona Program Partners are on a cost-reimbursement basis. They submit invoices for costs incurred.

Internal (i.e., U of Arizona) Program Partners receive all funds at the beginning of their award period and do not submit invoices. Submitted financial reports from UA Partners are reconciled with University of Arizona accounting records and unused funds are returned to AzAHEC.

The due dates for these reports are summarized in award letters



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# REPORT REPOSITORY

All RHPP and other program partner reports, invoices and budget requests, including budget revision requests, must be submitted through Qualtrics.

Qualtrics is a software commonly considered as a tool to collect survey responses and AHEC uses it for this purpose.

**Primarily, Arizona AHEC utilizes Qualtrics to receive any broad responses from Centers, RHPPs, South Campus and other program partners.**

AHEC establishes unique repositories to collect responses within single categories:

Example: All 2025-26 RHPP reports (e.g., narrative, invoices, financial) specified in contracts/awards are assigned a single Qualtrics link for report transmittal.

AHEC establishes specific guidelines for all repositories:

Respondent receives confirmation that response was received by AHEC.

Program partners do not have access to Qualtrics input entered by other program partners.

Developer of the survey receives confirmation that response was received.

Developer of the survey must grant access to at least one other person with access to that repository



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# ADDITIONAL RESOURCES





# REPORTING OF RHPP OUTCOMES FY25

TASK NAME	DUE DATE**	REPORTING PERIOD	DESCRIPTION
NARRATIVE REPORTS	2/15/25	7/1/24-12/31/24	Two narrative reports each year, six months apart.
	8/15/25	7/1/24- 6/30/25	Cumulative (second) narrative summarizes entire fiscal year.
FINANCIAL REPORTS	2/15/25	7/1/24-12/31/24	Two financial reports each year, six months apart.
	8/15/25	7/1/24- 6/30/25	Cumulative (second) financial report summarizes entire fiscal year. Financial reports must be consistent with UAccess.
DATA REPORTING	Salesforce Closure 6/1/25	7/1/24-6/30/25	Projected student rotations must be entered not more than three days from the first date of the rotation. Completed rotations must be entered not more than 30 days from the last date of the rotation.
SCHOLAR VALIDATION	11/15/24 2/17/25 5/15/25	7/1/24- 6/30/25	Three AzAHEC Scholars' reports each year, reflecting enrollment status, intended graduation date, anticipated CBET, and other information.

## RESOURCES

1. Salesforce for all program awards and reports: [www.salesforce.com](https://www.salesforce.com)
2. Contact information for centers: <https://azahec.arizona.edu/ahec-regional-centers>
3. Contact information for RHPPs: <https://azahec.arizona.edu/rural-health-professions-program>
4. The 2024 AHEC report to the State of Arizona: <https://azahec.uahs.arizona.edu/publications>
5. The 2024-25 AHEC Scholars Manual: <https://azahec.arizona.edu/ahec-scholars>
6. Calendar of Key Activities and Due Dates: <https://azahec.arizona.edu/calendar>
7. Prior RHPP/Center Meeting Minutes: <https://azahec.arizona.edu/program-office>
8. Prior Commission Meeting Minutes: [AzAHEC Advisory Commission | Arizona Area Health Education Centers](#)



# REQUESTS FOR PROPOSALS RECOMMENDED WORKFLOW TRANSMITTED IN JUNE DUE IN JULY

1. Determine Scholar Application Date Range
2. Develop Letters of Commitment and Related Schedules
3. Complete FY26 RFP Workbook
4. Complete FY26 RFP Narrative, incorporating workbook info
5. Submit Proposal by 7/30/25 to FY26 RHPP Repository at  
[https://uarizona.co1.qualtrics.com/jfe/form/SV\\_doEha6z4lhuV3z8](https://uarizona.co1.qualtrics.com/jfe/form/SV_doEha6z4lhuV3z8)

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# QUESTIONS AND DISCUSSION

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