Professional Trainee Application

Fall 2015 – Spring 2016
TO: Interested Professionals

FROM: Prisca Franklin, Program Coordinator

SUBJECT: 2015-2016 LoneStar LEND Fellowship Program

Applications are now being accepted for the 2015-2016 LoneStar LEND Fellowship Program at the University of Texas Health Science Center at Houston. Enclosed please find program information and an application form. Adults with developmental disabilities, parents and/or siblings of individuals with developmental disabilities, and individuals from diverse backgrounds are encouraged to apply.

Application Checklist

☐ Completed 2015-2016 Professional Trainee application
☐ Curriculum Vitae/Résumé
☐ Two letters of recommendation, including LEND cover sheet
☐ Signed letter from employer acknowledging review of Program Requirements (pgs 3 – 5) and assent that work obligation will not interfere with program participation

Please return application materials by **May 1, 2015** to:

Prisca Franklin  
LoneStar LEND, CLI  
UT Health Science Center at Houston  
7000 Fannin, UCT 2476 C  
Houston, TX 77030-5401

Fax: 713-500-0315 (Attn: Prisca Franklin, LEND Program Coordinator)  
Email: Prisca.Franklin@uth.tmc.edu

Supported in full by Project #T73MC22236 from the Maternal and Child Health Bureau (Public Health Service Act, Section 399BB (e)(1)(A), as amended by the Combating Autism Reauthorization Act (CARA) of 2011), Health Resources and Services Administration, Department of Health and Human Services.
Components of LoneStar LEND (abridged)

1. LEND Orientation:
   a. First Tuesday in July 9am - 4pm

2. LEND Seminars
   a. July – August: Tuesdays & Fridays 9:00am – 4:45pm
   b. September – June: Fridays 9:00am – 4:45pm

3. Leadership Project
   a. Weekday time with team members

4. Research Project
   a. Weekday time in lab

5. Families as Teachers
   a. Four lectures from Family Faculty; 2 encounters with assigned mentor family and attendance at 2 parent panels

6. Clinical Practica
   a. 32 clinical rotations (1/2 day – full day each)
   b. Completed outside of Friday LEND seminars

7. Leadership Weekend
   a. Extended weekend in late August; full day (Friday – Sunday)

8. BCM Transition Conference
   a. Date TBD (Thursday – Friday); Houston, TX

9. Texas A&M Transition Conference
   a. Date TBD; Dallas, TX

   OR

10. Developmental Screening events
    a. Two Saturdays throughout LEND year
Program Requirements for LoneStar LEND Trainees

The mission of the LoneStar LEND Trainee program is to create leaders in the field of Autistic Spectrum and other Neurodevelopmental Disabilities (ASD/ND) within an interdisciplinary training model focusing on cultural competence and evidence-based practice. During their 12 month appointment, each LEND Trainee will complete a total of **600+ hours** of training and learning activities including:

- LEND Didactic Seminars and Leadership/Cultural Competence Training
- Clinical Practicum
- Research Project
- Conference Participation
- Family Practicum
- Leadership Project
- Additional LEND activities including readings, reflections, discussion groups, outreach, etc.

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**LEND Didactic Seminars and Leadership/Cultural Competence Training**

Mandatory sessions will be held on Tuesdays and Fridays July – August and thereafter on Fridays only through the end of your LEND appointment. For a sample of the previous year’s didactic seminar calendar, visit www.lonestarlend.org.

These sessions will occur mainly at the UTHealth University Center Tower, 7000 Fannin; however some may be scheduled at the UT Medical School, 6431 Fannin or the UTHealth School of Nursing (SON), 6901 Bertner. Three two-hour sessions are scheduled each day: 9:00-11:00AM, 12:30 – 2:30PM, and 2:45 – 4:45 PM. Training sessions will include:

- LEND Orientation July (exact date TBD)
- Didactic Seminars
- Leadership and Cultural Competency Curriculum (held on a Friday/Saturday)
- Families as Teachers, Research and Clinical Review Sessions
- Team Building and Group Projects

Attendance at the seminars is required. A limited number of absences are allowed for professional conflicts or illness. Please review the attached attendance policy. In addition to the scheduled training sessions, Trainees can expect to spend an average of 8-12 hours per week on LEND activities such as clinical practicum, research, family practicum and other LEND activities, assignments, and projects.

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**Clinical Practicum**

Trainees will participate in a wide variety of clinics and community observational experiences. At total of 32 clinical rotations must be completed within the LEND year, each rotation spans between 4-8 hours. Trainees are responsible for contacting clinics to schedule observations and will keep a log of observational experiences for review by the Training Coordinator at periodic clinical review sessions.

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**Research**

LEND fellows are responsible for completing a research project over the course of the year. Trainees will review a selection of current faculty research projects and will meet with LEND faculty prior to choosing a research mentor and selecting their project for the year. The goal of the research project is for the fellows to gain experience in conducting research that culminates in a
product that can be disseminated (e.g. via publication, platform or poster presentation). A Masters or Dissertation thesis from the Trainees' academic program can be used if applicable. Trainees are expected to present their research projects as part of the annual LoneStar LEND Conference in the Spring. To prepare for the research project, online CITI Training modules must be completed prior to August 1. Instructions for completing the CITI training course will be provided to Trainees during the first week of seminars.

**Conference Participation**

All Trainees will attend the annual LoneStar LEND conference held in the early Spring (exact date TBD). Trainee research project results will be presented at a poster session at the annual conference. Conference registration funds will be provided for trainees to attend at least one additional conference (from a group of selected conferences) during the program year.

**Family Practicum**

Each Trainee will be paired with a mentor family of a child with an ASD/ND in order for the trainees to share a family's viewpoint of how they experience the process of diagnosis, treatment, and day-to-day life with ASD/ND. Trainees will schedule a minimum of two encounters with their assigned mentor family prior to April 30, 2015. In addition, Trainees will attend two parent panels where a variety of disabilities and ethnic backgrounds will be represented. These interactive panels will be moderated by the LEND family faculty and will expose trainees to a variety of ASD/ND topics from the families perspectives. Upon completion of the Family Practicum, trainees will participate in a wrap-up session where each trainee reflects upon the experience through a brief presentation to their peers. The presentation will focus on how system and service availability and/or gaps were highlighted by the families' experiences and ideas for services to fill those gaps. The trainee will also highlight how they were most impacted by the family practicum experience and how they anticipate this will affect their practice in the future.

**Leadership Project**

During the course of the LEND year, each trainee pursues an area of particular personal interest through the Leadership Project. Conceptualized and completed in interdisciplinary groups of 3 - 4 trainees, the Leadership Project will provide multiple opportunities for trainees to experience issues they will face in practice such as accountability, outcome-based approaches, family-centered models, collaboration, and interdisciplinary decision-making. Each of these components offers opportunities for trainees to enhance and strengthen their leadership skills. Trainee groups will present their leadership project at the conclusion of their program (date TBD). The Leadership Project should focus on an issue in the field of disability/special health care needs and systems change. Each project will result in production of a product (brochure, web page, article, instructional video, etc.). The Leadership Project is an opportunity to integrate relevant material from LEND seminars and take away a broader perspective of working with an interdisciplinary team.
LEND Fellow Application 2015-2016
Professional Trainee

Date Submitted: __________________________

Contact Information

Name: ____________________________________________
Local Address: ____________________________________
Permanent Address (if different from Local):
______________________________________________

Home Phone: __________________________
Day Phone: __________________________
Cell Phone: __________________________
Email: ________________________________

What is the best way to contact you?
☐ Home Phone   ☐ Day Phone   ☐ Cell Phone   ☐ Email

Demographic Information

Gender:  Male    Female    US Citizen? Yes    No

Texas Resident? Yes    No

Ethnicity: Hispanic/Latino Not Hispanic/Latino

Race:   Black or African American American Indian/Alaska Native Asian
        White Native Hawaiian/Pacific Islander

Languages Spoken:
________________________________________

Level of Fluency (written and spoken):

Conversational    Intermediate    Native/Bilingual

Current Education (if applicable)

Current Degree Program:
College/University: __________________________ GPA: __________
Program(s) of Study: ______________________________
Advisor: __________________________
Anticipated Date of Graduation: ______________
Anticipated Degree: ☐ M.A. ☐ M.S. ☐ M.Ed. ☐ M.S.W. ☐ Ph.D. ☐ Other: __________________
Prior Education:

Undergraduate Education:

College/University: __________________________________________ GPA: __________

Program/s of Study: __________________________ Date of Graduation: __________

Degree Earned: □ B.A. □ B.S. □ B.Ed. □ B.S.W. □ Other: __________________________

Graduate Education:

College/University: ________________________________________ GPA: __________

Program/s of Study: __________________________ Date of Graduation: __________

Degree Earned: □ M.A. □ M.S. □ M.Ed. □ M.S.W. □ Other: __________________________

Employment:

Current Employer: __________________________________________

Job Title: ____________________________________________________

Start Date: _____________________________

Hours/Week: _____________

Position Responsibilities:

____________________________________________________________________________________

____________________________________________________________________________________

____________________________________________________________________________________

____________________________________________________________________________________

Previous Employer: ____________________________________________

Job Title: ____________________________________________________

Start Date: _____________________________ End Date: _____________________________

Hours/Week: _____________

Reason for leaving: _____________________________________________

Position Responsibilities:

____________________________________________________________________________________

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____________________________________________________________________________________

____________________________________________________________________________________
**Professional Trainee Application Questions**

**Directions:** Please answer each question below. Your answers can be as long or as short as you choose. Answers should be typed and attached to the application packet for final submission.

1. A large part of the LoneStar LEND initiative are the didactic seminars that take place throughout the day on Friday’s from 9:00am – 4:45pm. There are typically three per day, each lasting 2 hours with a break in between. Would you be able to attend these seminars, based on your schedule?

2. Tell us a bit about yourself. This can include country of origin, hobbies, family life, achievements, etc.

3. What experiences in your life led you to choose your line of work?

4. Please explain why you have an interest in applying for the LoneStar LEND Program after having established yourself in your professional career. In your answer, include how you feel this program might contribute your professional aspirations.

5. How do you plan on balancing the requirements of this program with your work schedule?

6. Describe previous work experience/scholarship/personal involvement with individuals with ASD or NDs. What is your interest in working with individuals with neurodevelopmental disabilities and their families?

7. The LoneStar LEND program is designed to support the development of leadership skills that will assist participants to be effectively engaged in positive social change for people with disabilities. What do you believe are the characteristics of an effective leader? Tell us about any opportunities you have had to be a leader. What skills did you use? And what have you experienced as barriers to effective leadership?

8. As a LEND trainee what strengths would you bring? What do you anticipate as potential challenges? What aspect of the LoneStar LEND program is of most interest to you?

9. Where do you see yourself in 10 years? What do you see yourself doing?

10. How did you hear about the LoneStar LEND program?

11. Is there any other information about yourself you’d like to share with us?
LEND Fellow Recommendation Letter Cover Sheet

This form is to be completed by applicant and reference. Please attach a copy to each letter of recommendation.
Email: Prisca.Franklin@uth.tmc.edu | Fax: (713) 500-0315 | Mail: LoneStar LEND, 7000 Fannin, Houston, TX 77030

**To be Completed by Applicant:**
Name ___________________________ Date of Birth (mm/dd/yy) ________________
Applicant’s Statement I waive I do not waive my right to review reference materials
Applicant Signature ___________________________ Date ______________________

**To be Completed by Reference:**
How long have you known the applicant? ______________________________________
What is (or has been) the nature of your relationship? (i.e. instructor, supervisor, etc.)

How well do you know the applicant?

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Have you seen him/her directly care for children? Yes No
Have you seen him/her directly care for children with special needs? Yes No

Would you hire this applicant to work with children who have special needs? Why or why not?

On a separate page, please describe your estimate of the applicant’s potential for success as a LEND fellow. Please include your appraisal of the applicant’s academic background, professional and/or research experience, and leadership capacity.

Name and Title _______________________________________________________________
Profession or Occupation ______________________________________________________
Reference Signature ___________________________ Date ______________________

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Name and Title ___________________________

Profession or Occupation ___________________________

Reference Signature ___________________________ Date ________________

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I grant permission for LEND faculty and staff to contact the above references for additional comments and queries.

Signature__________________________________________                 Date_______________________________