



## Health Services PhD Program Student Funding Policies & Procedures

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### Goals:

- To aid students in obtaining adequate funding during their pre-doctoral studies;
- To base funding decisions on a combination of academic merit, research progress, and recruitment incentives, and fit with the funding source;
- To encourage prospective students to deliver early acceptances on offers of admission, as particular funding sources have limits on how many new students can be accommodated from each year's incoming cohort. (Funding is finalized after a prospective student has accepted an offer of admission. While we discuss funding possibilities with prospective students and make preliminary matches according to interests and fit with particular funding sources, each source is limited, sources are variable in their levels of benefits awarded, and sources are apportioned first to those matching candidates who accept our offers early in the admission process.)
- To render the funding process more transparent to students, to their mentors, and to program faculty;
- To have mechanisms in place for communicating clear information to students about requirements and expectations that an offer entails during the funding period;
- To ensure that students have the mechanisms and support necessary to be responsible for planning their work, and to ensure that this work is evaluated on a scheduled basis by faculty mentors or RA/TA supervisors.

### Primary Sources of Funding:

- **Traineeships:** Various institutional research training grants have different policies and procedures for admission and also vary in the kinds of funding they offer (some training grants, such as the rural health grant, don't provide students with a tuition waiver, for example). Traineeships are typically awarded to incoming students because there is no service expectation, allowing new students time to focus on core course work and the development of areas of emphasis and research plans. Decisions about granting traineeships are made by the PI of the training grant or its admissions faculty group. Some traineeships have formal, separate application procedures while others are awarded at the discretion of the PI.
- **Research Assistant (RA) Positions:** Most of these positions are unionized (with the exception of a few first-year no-service RA appointments) and are governed by the UW/UAW Academic Student Employees collective bargaining agreement. With the exception of first-year no-service RA appointments granted to the Department of Health Services by the Graduate School Fund for Excellence and Innovation (GSFEI), hiring decisions are made by the supervising faculty member. Most RA positions are granted on a .25 FTE to .50 FTE basis, and are generally contracted on a quarterly basis. PhD Program faculty mentors, the PhD Program Director, and the Counseling Services Coordinator can assist students seeking RA appointments and direct them to appropriate employment listings or help to match their interests with known projects in the field of health services research and put them in contact with the appropriate PI.
- **Teaching Assistant (TA) Positions:** Health Services PhD Program students are discouraged from pursuing a TA position until after they have completed their course work.

TA appointments are part time and are typically offered for one quarter only. Teaching faculty are the hiring authority for teaching assistantships.

- **Other UW Grants and Fellowships:** There are some merit-based fellowships and grants available through the UW Graduate School or the GO-MAP Office (such as the annual GSFEI award, the Huckabay Teaching Fellowship, and some of the various diversity fellowships), and there are some school-based grants and fellowships administered through the School of Public Health and Community Medicine Student Services Office. Some of these opportunities require student application while others request that a student be nominated by his or her department. Faculty mentors, the PhD Program Director, or the Counseling Services Coordinator can assist students with questions, with researching opportunities, and with preparing application materials.
- **Individual Research and Training Grants:** Health Services faculty and staff will assist students in preparing materials to apply for individual research or dissertation grants and fellowships that are of interest to them. PhD faculty mentors may be able to suggest possible sources for appropriate grants and fellowships.
- **UW or Other Washington Employment:** A number of our students have been employed by the University or another state agency and have been able to apply for a faculty/staff tuition exemption. Information about UW employment, and UW employment listings, are available on the web at <http://www.washington.edu/admin/hr/jobs/>.
- **Need-Based Funding:** The UW's Graduate Opportunities-Minority Achievement Program (GO-MAP) administers diversity fellowships and some other kinds of needs-based funding in the form of tuition waivers and small grants. Most of their fellowships are designated either for incoming students (recruitment) or for those in their final dissertation years, though students in the midst of the process can apply for limited kinds of need-based assistance. Work-study positions and long- or short-term loans are also available through the UW Office of Financial Aid to qualifying students who have filed their annual Free Application for Federal Student Aid (FAFSA). Students considering need-based funding sources can request assistance from the PhD Program Director or the Counseling Services Coordinator.
- **Outside Funding:** The University of Washington's Graduate School has developed a web site to assist students seeking outside funding sources: <http://www.grad.washington.edu/fellow/funding.htm>. There are also a number of national sites available on the Internet. The PhD Program Director and the Counseling Services Coordinator disseminate information about known outside funding opportunities through the Health Services PhD Student listserve (hsphd@u.washington.edu).

### Advertisement of Funding Opportunities:

- **Training grants** should be advertised and their admission procedures and the terms and conditions of funding should be clear to students.
- **RA and TA appointments** should be advertised widely.

### How Students Secure Funding:

- **Incoming students:** The PhD Admissions Committee assists new students in coordinating first-year funding (working within the specific guidelines of particular programs). The goal is to provide a level of funding that will encourage applicants to accept offers of admission. The criteria used to match applicants with funding opportunities are the same used to evaluate applicants for admission, along with an applicant's fit for a particular funding source and the choice of the individual hiring faculty for RA positions. Some training programs, such as the Biobehavioral Cancer Prevention and Control Training Program or the Biomedical and Health Informatics Training Program, have their own separate admissions processes.

- **Continuing Students:** It is the responsibility of the continuing students to work with their primary mentors to secure funding for future years. They may also be aided by the PhD Program Director and the Counseling Services Coordinator. The funding criteria for continuing students are fit with the funding program, academic merit (overall GPA and GPA in required HSERV courses, passing the preliminary exam), degree and research progress, and potential for leadership in health services research. Each year the PhD Admissions Committee reviews funding for all continuing students and may award some traineeships to continuing students.

## Post-Award Administration:

- Award letters with details about traineeships and RA/TA positions should be provided to the student and include information about funding, benefits, work hours, roles, responsibilities, reporting requirements, procedures, etc.
- In general, faculty are encouraged to be conservative in the award letter with respect to the length of appointment; appointments should generally not be guaranteed for longer than one year, even if it is expected that the funding will last for more than a year. (TA positions and some RA positions may be awarded for only one quarter.)
- Students are responsible for working with their mentors or supervisors to plan their work and for meeting all requirements and expectations established by the mentor or supervisor.
- Supervisors of trainees, RAs, and TAs should communicate clearly their expectations for the student, and progress should be evaluated on a regularly-scheduled basis.

## Selected\* Examples of Funding Sources, Procedures and Levels of Benefits:

\*Each RA or TA position, each traineeship, and each fellowship or grant is different, and each funding source provides different kinds and levels of benefits. The information below is intended to serve as a limited sampling of current levels of benefits for a limited number of positions, as a basis for some basic comparison, and therefore **this information should not be construed either as comprehensive or as contractual in any way.**

This table summarizes the average benefits of selected funding opportunities as a basis of comparison. More detail about each opportunity follows below:

Type of Funding	Average Stipend	Tuition Benefit	Health Insurance	Average Travel Funding	Average Funding for Research & Supplies	Other Benefits	Curricular or Other Requirements
AHRQ Health Services Research Traineeship	\$1731 per month	Paid*	Paid through the <a href="#">Graduate Appointee Insurance Program</a>	\$1,500 per year	\$500 per year		--
Occupational Health Traineeship	\$1731 per month	Paid*	Paid through the <a href="#">Graduate Appointee Insurance Program</a>	\$1,500 to 2,000 per year as approved by PI	Variable, as approved by the PI	Use of a laptop computer during traineeship	Yes; see description below

<b>Biobehavioral Cancer Prevention and Control Traineeship</b>	\$1667 per month	Paid*	Paid through the <a href="#">Graduate Appointee Insurance Program</a>	Variable, as approved by PI	Variable, as approved by the PI	Computing equipment	Yes; see description below
<b>Quentin Burdick Rural Health Traineeship</b>	\$3,080 per quarter	--	--	--	--	--	Yes; see description below
<b>GSFEI Top Scholar .50 FTE first-year no-service Research Assistantship</b>	\$11,943 per year (a nine-month appointment)	Paid	Paid through the <a href="#">Graduate Appointee Insurance Program</a>	--	--	--	--
<b>Average post-masters .50 FTE Research Assistantship</b>	\$1,427 per month  Salaries negotiated by union contract. See <a href="#">salary table</a> .	Paid	Paid through the <a href="#">Graduate Appointee Insurance Program</a>	Depending on funding source and as approved by the PI	--	--	Union position with service expectation - see description below
<b>Average PhC-level (post exams) .50 FTE Research Assistantship</b>	\$1,534 per month  Salaries negotiated by union contract. See <a href="#">salary table</a> .	Paid	Paid through the <a href="#">Graduate Appointee Insurance Program</a>	Depending on funding source and as approved by the PI	--	--	Union position with service expectation - see description below
<b>Average post-masters or PhC Teaching Assistantship at less than .50 FTE (most of our students TA for only one class)</b>	Varies depending on % of FTE.  Salaries negotiated by union contract. See <a href="#">salary table</a> .	No**	No**	--	--	--	Union position with service expectation - see description below
<b>GO-MAP Diversity – Stroum Award</b>	\$12,000 per year	Paid	Paid through the <a href="#">Graduate Appointee Insurance Program</a>	--	--	--	--

\*Tuition is often paid on training grants, but trainees should expect to pay about \$200 per quarter toward tuition and fee categories not covered by federal training grants.

\*\*Academic Student Employee appointments that are less than .50 FTE do not qualify for tuition and insurance benefits.

## AHRQ Health Services Research Training Program:

**General Information:** The health services research training program prepares leaders for careers in academia, public health, government and the health industry. Predoctoral trainees obtain a PhD and postdocs may obtain an MPH/MS in health services. The training offers multidisciplinary, applied research opportunities at the University, 18 research partners including government agencies and health organizations, and higher education institutions in the 5 state region. Mentorship is provided by individual experts, research teams, and program leaders. Trainees obtain advanced substantive knowledge of health policy, the health care system, social determinants and population health. In

addition, trainees pursue their individual interests by taking courses in an area of emphasis, such as evaluative science, maternal and child health, health economics and finance. Lastly, they obtain rigorous training in research methods, communication skills and translation of research into practice. The Department of Health Services and its research partners have an excellent record of producing highly qualified researchers. The average graduate writes 2-3 journal articles in training and 90% have pursued careers in health services research.

**Primary Investigator (PI):** Professor Diane P Martin

**Average Number of Pre-doctoral Positions:** 4-6

**Website:** <http://depts.washington.edu/hserv/fellowships>

**Application Procedure:** Applicants to the UW Health Services PhD Program are considered for the pre-doctoral traineeships; no separate application is required.

**Average Stipend:** \$20,772 per year for each pre-doctoral trainee (NRSA pre-doctoral and post-doctoral stipend levels are set by the NIH annually).

**Average Tuition Benefit:** 100%, though trainees should expect to pay around \$300 per quarter in fees not covered by the tuition support.

**Health Insurance Benefits:** Yes. Details available at <http://www.washington.edu/admin/hr/benefits/insure/gaip/eligibility.html>

**Average Travel Funding:** \$1,500 per year per trainee for conferences and annual meetings.

**Average Funding for Research-Related Expenses:** \$500 per trainee

**Curricular or Service Requirements:** None

## **Biobehavioral Cancer Prevention and Control Training Program:**

**General Information:** The mission of the Biobehavioral Cancer Prevention and Control Training Program is to train public health researchers, health services researchers, and health policy analysts in bio-behavioral and outcomes research, communications, and practice outcomes as applied to cancer prevention and control. Funding for the program is made possible by a five-year training grant from the National Cancer Institute. All trainees are expected to acquire a wide range of experience in basic bio-behavioral research, in the delivery of cancer prevention and control interventions, and in evaluation of outcomes. Research sites include the University of Washington, the Fred Hutchinson Cancer Prevention Research Program, the Seattle Cancer Care Alliance, and the Group Health Cooperative Center for Health Studies.

**Primary Investigator (PI):** Professor Donald L Patrick

**Average Number of Pre-doctoral Positions:** 2-3

**Website:** <http://depts.washington.edu/bcpt/>

**Application Procedure:** Separate application is required.  
Average Stipend: \$20,000 per year per trainee

**Average Tuition Benefit:** 100%

**Health Insurance Benefits:** Yes. Details available at <http://www.washington.edu/admin/hr/benefits/insure/gaip/eligibility.html>

**Average Travel Funding:** Variable as influenced by tuition costs charged to the grant on an individual basis and as approved by PI

**Average Funding for Research-Related Expenses:** Variable as influenced by tuition costs charged to the grant on an individual basis and as approved by PI

**Other Benefits:** Computer equipment

**Curricular or Service Requirements:** Required course work and two seminars during each quarter of funding.

## Occupational Health Services Training Program

**General Information:** The program provides trainees with a broad foundation in health services and occupational health, coupled with in-depth methodological training. Through coursework and field-based research, trainees have an opportunity to develop skills in data analysis, survey research, program evaluation, and policy analysis.

**Primary Investigator:** Professor Thomas Wickizer

**Average Number of Pre-doctoral Positions:** 3-4

**Website:** <http://depts.washington.edu/occtrain/>

**Application Procedure:** Applicants to the UW Health Services PhD Program are considered for the pre-doctoral traineeships; no separate application is required.

**Average Stipend:** \$20,772 per year for each pre-doctoral trainee

**Average Tuition Benefit:** 100%, though trainees should expect to pay around \$300 per quarter in fees not covered by the tuition support.

**Health Insurance Benefits:** Yes. Details available at <http://www.washington.edu/admin/hr/benefits/insure/gaip/eligibility.html>

**Average Travel Funding:** \$1,500 to \$2,000 per year per trainee for conferences and annual meetings.

**Average Funding for Research-Related Expenses:** Variable, as approved by the PI.

**Other Benefits:** Each trainee is issued a laptop computer to be used during the duration of the traineeship.

**Curricular or Service Requirements:** It is expected that trainees will be selecting and completing the Occupational Health area of emphasis within the PhD Program.

## Quentin N Burdick Rural Health Training Program

**General Information:** Quentin N. Burdick Traineeships in Rural Interdisciplinary Health Care are designed for students interested in health care in rural areas, working in an interdisciplinary group of Health Sciences colleagues.

**Primary Investigator:** Professor Eleanor Bond

**Average Number of Pre-doctoral Positions:** variable

**Website:** <http://www.son.washington.edu/qb/>

**Application Procedure:** This grant is currently inactive, but may return in the future.

**Average Stipend:** Graduate students: Approximately \$44 per day (typical stipend is \$3,080/quarter); more than one quarter of funding is possible in some cases. (Maximum participation is 4 quarters.)

**Average Tuition Benefit:** none

**Health Insurance Benefits:** none, though students can self-pay for graduate student health insurance; see <http://www.washington.edu/admin/hr/benefits/gaip/eligibility.html#selfpay>

**Average Travel Funding:** none

**Average Funding for Research-Related Expenses:** none

**Curricular or Service Requirements:** [One web course to be completed during the first quarter of funding and enrollment in a seminar course during each quarter of funding.](#)

## **Graduate School Fund for Excellence and Innovation (GSFEI) Top Scholar Award:**

**General Information:** This is a first-year no-service .50 FTE Research Assistantship funded by the UW Graduate School as a departmental Top Scholar Award to be used to recruit an incoming PhD student. This is a nine-month appointment during the academic year, and, unlike most other UW RA appointments, this is not a unionized position because it carries no work or service requirements.

**Average Number of Pre-doctoral Positions:** 1

**Website:** <http://www.grad.washington.edu/gsfei/topscholarawards.htm>

**Application Procedure:** The Department of Health Services PhD Program is usually granted one position each year for recruitment purposes; the PhD Admissions and Funding Committee offers this RA appointment to an incoming PhD student.

**Average Stipend:** \$12,000 for a nine-month appointment (set by the UW Graduate School annually)

**Average Tuition Benefit:** 100%

**Health Insurance Benefits:** Yes. Details available at <http://www.washington.edu/admin/hr/benefits/insure/gaip/eligibility.html>

**Curricular or Service Requirements:** None

## RA Appointments:

**General Information:** Most official University of Washington RA positions are unionized (with the exception of a few first-year no-service RA appointments) and are governed by the UW/UAW Academic Student Employees collective bargaining agreement. With the exception of first-year no-service RA appointments granted to the Department of Health Services by the Graduate School Fund for Excellence and Innovation (GSFEI), hiring decisions are made by the supervising faculty member. Most RA positions are granted on a .25 FTE to .50 FTE basis, and are generally contracted on a quarterly basis. Some RA appointments (such as those held with the Puget Sound VA Administration) do not typically provide a tuition waiver or tuition benefit.

**Primary Investigator (PI):** many, variable

**Average Number of Pre-doctoral Positions:** many, variable

**Website:** The UW/UAW Academic Student Employees web site is <http://www.washington.edu/admin/hr/laborrel/contracts/uaw/addons/index.html> Health Services RA positions are advertised on our web site at <http://depts.washington.edu/hserv/jobs/>. Other RA positions are advertised at various facilities. The UW has an Academic Student Employee (ASE) category on its job site at <http://www.washington.edu/admin/hr/jobs/> Other facilities (such as the VA, FHCRC, Battelle, etc.) advertise at their own web sites.

**Application Procedure:** Variable; see specific job listings for details.

**Average Stipend:** Variable, depends on percentage of FTE, location, length of service, etc. Graduate student salary schedules are available on the web at <http://www.grad.washington.edu/fellow/salarieschedule.htm>

**Average Tuition Benefit:** If this is an official University of Washington RA position governed by the UW/UAW Academic Student employees collective bargaining unit, then tuition is waived at 100%.

**Health Insurance Benefits:** Yes, if this is an official, eligible University of Washington. Details available at <http://www.washington.edu/admin/hr/benefits/insure/gaip/eligibility.html>

**Average Travel Funding:** Depends on grant and PI

**Average Funding for Research-Related Expenses:** Depends on grant and PI

**Other Benefits:** Depends on grant and PI

**Curricular or Service Requirements:** Determined by the hiring faculty member.

## TA Appointments:

**General Information:** University of Washington TA positions are unionized and are governed by the UW/UAW Academic Student Employees collective bargaining agreement. Hiring decisions are made by the supervising faculty member. Most TA positions are granted on a .20 FTE to .50 FTE basis, and are generally contracted on a quarterly basis.

**Average Number of Pre-doctoral Positions:** many, variable

**Website:** The UW/UAW Academic Student Employees web site is <http://www.washington.edu/admin/hr/laborrel/contracts/uaw/addons/index.html>  
Health Services TA positions are advertised on our web site at <http://depts.washington.edu/hserv/jobs/>. Other TA positions are advertised by various academic departments. The UW has an Academic Student Employee (ASE) category on its job site at <http://www.washington.edu/admin/hr/jobs/>.

**Application Procedure:** Variable; see specific job listings for details.

**Average Stipend:** Variable, depends on percentage of FTE, location, length of service, etc. Graduate student salary schedules are available on the web at <http://www.grad.washington.edu/fellow/salaryschedule.htm>

**Average Tuition Benefit:** If this is an official University of Washington TA position governed by the UW/UAW Academic Student employees collective bargaining unit, then tuition is waived at 100%.

**Health Insurance Benefits:** Yes, if this is an official and eligible University of Washington teaching assistantship. Details available at <http://www.washington.edu/admin/hr/benefits/insure/gaip/eligibility.html>

**Curricular or Service Requirements:** Determined by the hiring faculty member.

## **Graduate Student Opportunities Minority Achievement Program (GOMAP) Diversity Fellowships:**

**General Information:** As examples, the Presidential, Bank of America and Stroum fellowships target Hispanic, African American, and American Indian students, however, they are open to all students who will contribute to the diversity of our graduate programs. We invite nominations of students whose life experiences will contribute to the intellectual and cultural enrichment of your department or program (i.e. first-generation college students, students who have overcome economic barriers or adverse educational disadvantages).

**Average Number of Pre-doctoral Positions:** variable

**Website:** <http://www.grad.washington.edu/gomap/>

**Application Procedure:** Students are usually nominated by their departments or graduate program coordinators, though some fellowships allow students to make application directly.

**Average Stipend:** Variable; around \$12,000 for first-year fellowships or final-year dissertation fellowships.

**Average Tuition Benefit:** 100% tuition waiver

**Health Insurance Benefits:** Yes. Details available at <http://www.washington.edu/admin/hr/benefits/insure/gaip/eligibility.html>

**Average Travel Funding:** none

**Average Funding for Research-Related Expenses:** none

**Curricular or Service Requirements:** Typically none, though each award is different.

## Other Funding

Our students have also achieved funding through the following mechanisms:

- NIH and similar federal agencies: minority supplemental grants to existing grants; R03 grants
- Private foundations
- Fogarty International Center (FIC)/Ellison Medical Foundation Overseas Fellowships in Global Health and Clinical Research
- NW Indian Health Board (Portland)
- UW Graduate School Huckabay Teaching Fellowships
- Regular University of Washington employment or employment through another state agency (which provides a limited tuition waiver)
- UW School of Public Health and Community Medicine awards and fellowships, such as the Grayston-Day Scholarship or the Gilbert Omenn Award for Academic Excellence
- UW Graduate Opportunities Minority Achievement Program (GO-MAP) tuition waivers and other funding available to continuing students
- STD-AIDS Research Training Fellowship Program (through the UW Center for AIDS and STD)