Mentoring Program: Invitation to Ryan White Part B and ADAP Coordinators
March 2016

NASTAD has a customized, peer-based mentoring program available for Ryan White Part B and ADAP coordinators. NASTAD’s peer-based technical assistance philosophy is that people learn best from those who have “been there.” In this spirit, NASTAD matches Part B and ADAP coordinators with experienced peer coordinators to guide and instruct on self-selected topics related to Part B and/or ADAP management. Learning about how best to participate in and utilize NASTAD’s services is an added benefit to the mentoring relationship.

NASTAD’s Health Care Access team identifies a cadre of current or former Part B and ADAP coordinators who have agreed to serve as mentors. Mentors have:

- At least two years of experience in their position
- Management and training skills
- Desire and time to mentor a colleague

Mentoring is fairly informal and is meant to complement, not complicate, busy schedules. The process for becoming involved in the mentoring process begins with the mentee obtaining approval from their AIDS Director in order to participate. NASTAD then matches and introduces the mentor and mentee, arranges for ongoing communication and support (including a site visit if possible), and provides supporting materials to help both the mentee and mentor develop a positive and useful mentoring relationship. The mentee will be asked to create a development plan from which both mentee and mentor can organize discussions and communications (a template for the development plan, “Development Plan Outline,” will be provided). While the development plan may continue over several years, NASTAD

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<th>BENEFITS OF MENTORING PROGRAM</th>
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<tr>
<td>Technical guidance</td>
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<td>Practical support and advice</td>
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<td>Access to an impartial sounding board</td>
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<td>A safe space to admit gaps in knowledge and skills, raise queries and consider strengths</td>
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<td>Assistance with setting and achieving personal and professional goals</td>
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<td>Insight into another health department’s HIV program</td>
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<td>Increased networking opportunities</td>
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<td>Increased participation and utilization of NASTAD services and programs</td>
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will support the mentoring relationship during the first year of the relationship through conference calls, materials, one-on-one site consultation and other networking support, as needed (and as funding allows).

Finally, NASTAD will conduct periodic assessments to evaluate the quality of the mentoring program. These assessments will be conducted via an online survey and will be as unobtrusive as possible.

In order to ensure transparency and provide for effective communication with NASTAD members and staff, notification of acceptance and placement of mentees with mentors will be copied to the NASTAD member in the applicable states.

Please contact Kristina Santana (ksantana@NASTAD.org or (202) 434-7136) if you are interested in joining this program as a mentee.

NASTAD is funded under HRSA Cooperative Agreement U69HA26846 to provide States with technical assistance on Part B program and ADAP program administration. Part B grantees and ADAPs may also obtain technical assistance through their HRSA project officer.

### PART B TOPICS ADDRESSED VIA MENTORSHIP:

- Quality management
- Insurance coordination across Ryan White Parts
- Data sharing and systems integration
- Care continuum services crosswalk
- Linkage, retention, and reengagement in care
- Data to Care
- Program integration
- Integrated planning

### ADAP TOPICS ADDRESSED VIA MENTORSHIP:

- Coordination with other payers
- Development of an ADAP insurance program
- Financial forecasting
- Cost containment/effectiveness
- Medicaid coordination
- Medicare Part D coordination
- Health systems integration
- Eligibility criteria
- Formulary management
- Prescription utilization management
- Waiting list management
- Data to Care, data sharing, and data systems integration
- Medication pricing/cost of medication
- Drug purchasing