Fogarty-IeDEA Mentorship Program

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For
IeDEA

https://www.iedea.org
Objectives

- Become familiar with the IeDEA Network
  - Regions and countries within regions
  - Contact information
- Develop and understanding of the components of the Fogarty-IeDEA Mentor Program (FMP)
- Develop an understanding of the eligibility criteria for this RFA
- Review the application process for the FIMP
- Develop familiarity with the IeDEA Data Exchange Standard.
Who we are: The International Epidemiology Databases to Evaluate AIDS (IeDEA) Collaboration was established in 2006 by NIAID to provide a rich resource for globally diverse HIV/AIDS data
Where We are:

- **Asia-Pacific**: Cambodia, China and Hong Kong SAR, India, Indonesia, Japan, Malaysia, Philippines, Singapore, South Korea, Taiwan, Thailand, Vietnam
  - Data Center: Kirby Institute, University of New South Wales, Sydney, Australia

- **Caribbean Central and South America (CCASAnet)**: Argentina, Brazil, Chile, Haiti, Honduras, Mexico, Peru
  - Data Center: Vanderbilt University, Nashville US

- **Central Africa**: Burundi, Cameroon, Democratic Republic of Congo, Republic of Congo (RoC), Rwanda
  - Data Center: Albert Einstein College of Medicine, New York US; City University of New York, New York US

- **East Africa**: Kenya, Tanzania, Uganda
  - Data Center: Indiana University, Indianapolis, US

- **Southern Africa**: Lesotho, Malawi, Mozambique, South Africa, Zambia, Zimbabwe
  - Data Center: University of Cape Town, Cape Town, South Africa; University of Bern, Bern, Switzerland

- **West Africa**: Benin, Burkina Faso, Cote d’Ivoire, Ghana, Mali, Senegal, Togo
  - Data Center: University of Bordeaux, Bordeaux, France
Our Purpose

• The IeDEA Cohort Consortium collaborates to collect and define key variables, harmonize data, and implement methodology to effectively pool data as a cost-effective means of generating large data sets to address high priority research questions and streamline HIV/AIDS research.
IeDEA Mentoring Program (IMP)

- 6 IeDEA regions working in low- and middle-income countries have created training opportunities
- Within each region, two 18-month mentee slots will be open, for a total of 12 positions globally.
Description of the Program

• Goal: to develop skills in study design, data management, analysis, interpretation and dissemination of research involving large HIV clinical databases

• As part of the FIMP, mentees will:
  ➢ Have access to IeDEA regional data for analyses.
  ➢ Participate in a minimum of two, 1-2-week intensive mentoring sessions
    o The first in-person session: Project Initiation
    o The second in-person session (9 to 12 months after project initiation): Manuscript development
  ➢ Biweekly mentoring through the duration of the program
  ➢ Receive support to attend at least one local or regional scientific meeting
  ➢ Receive data management and analytic support

• Salary support during this period will not be available through this mechanism
Anticipated Program Deliverables:

• One submitted meeting abstract
• One submitted manuscript
• Potential for one additional draft manuscript
Applicant Qualifications:

• Minimum of a Master’s degree in public health, epidemiology, biostatistics, or a related biomedical or computational field
• Prior experience in the area of HIV
• Current or former D43 trainee or IeDEA-affiliated regional investigator
• Basic understanding of and skills in epidemiology, data management and analysis
• Citizen of a low or middle income country
Application Requirements:

• **Curriculum Vitae** or NIH standard biosketch

• **Writing Sample:** Either 1-3 PDFs of accepted abstracts, presented posters, and accepted or published manuscripts from the past five years. Or a personal statement including a discussion of the candidates career goals (1 page limit)

• **Concept Sheet** (standardized template)

• **Mentor Review**
  - For D43 or former Trainee: mentor from your D43 program should complete
  - For IeDEA affiliated investigator: a designated site or regional data center investigator should complete
  - Review includes an assessment of skills & a letter of support
Concept Sheet:

Template is provided as a Word Document in the online Application (see next section.)

<table>
<thead>
<tr>
<th>Title:</th>
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<tbody>
<tr>
<td>Mentee name:</td>
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<td>Email:</td>
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<tr>
<td>Mentor name:</td>
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<td>Email:</td>
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<tr>
<td>IeDEA Region:</td>
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<tr>
<td>Project outline: (±1000 words)</td>
<td>Background: (1-2 paragraphs on the rationale for this analysis)</td>
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<td></td>
<td>Objectives and hypotheses: (2-3 Objectives or questions)</td>
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<td>Study design: (e.g. Case-Control, retrospective cohort)</td>
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<td>Eligibility criteria: (e.g. all individuals &lt;18 years of age, all individuals &gt;40 years, all individuals on ART)</td>
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<td>Key variables: (Refer to the Condensed IeDEA Data Exchange Standard (C-IeDEA DES) for available variables and definitions)</td>
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<td>Outcomes and definitions: (e.g. Death, lost to follow-up, viral suppression, retention)</td>
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<td>Statistical methods:</td>
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<td>References:</td>
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Mentor Assessment:

Template is provided as a Word Document in the online Application (see next section.)

<table>
<thead>
<tr>
<th>Fogarty-IeDEA Mentoring Program</th>
<th>Referring Mentor Evaluation Form</th>
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<tbody>
<tr>
<td></td>
<td>Needs significant development</td>
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<tr>
<td><strong>Core Competencies</strong></td>
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<tr>
<td>Scientific Knowledge</td>
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<td>Deep knowledge of HIV epidemiology</td>
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<td>Critical evaluation of scientific literature</td>
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<td><strong>Research Skills</strong></td>
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<td>Experimental design</td>
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<td>Planning and Organization of projects</td>
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<tr>
<td>Data Management</td>
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<td>Statistical analysis</td>
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<td>Interpretation of data</td>
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<td>Creativity/innovative thinking</td>
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<tr>
<td>What data management and statistical software does the applicant have experience with?</td>
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<td>What types of analyses has the applicant conducted? (Please describe methods and types of datasets that the applicant has experience with)</td>
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<td>Navigating the peer review process</td>
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Applicant Review Process:

- The RDCs will independently review applications
- Finalists will be interviewed by members of the RDC via telephone or Skype
- Finalist applicant’s mentor will be contacted by the RDC to discuss integration of the FIMP training with ongoing training and mentoring
After Initial Review

• Letter of support from the mentee’s institution/program committing:
  ➢ Salary/stipend support
  ➢ Release for 2 two-week face-to-face mentoring sessions
  ➢ Release for 1 one-week scientific meeting
Online Application Process
Online application only.

Website available at
https://redcap.vanderbilt.edu/surveys/?s=4LNP4R HJEL

Fogarty-IeDEA Mentorship Program Application

Complete the Information below to apply for the 2019-2021 Fogarty-IeDEA Mentorship Program (FIMP). Full details of the program are available on the IeDEA website.

This application requires the following information:

- General application information
- Curriculum vitae or NIH biosketch
- 1-3 PDFs of accepted abstracts, presented posters, and accepted or published manuscripts from the past five years. Or a personal statement including a discussion of your career goals (1 page limit)
- Scientific proposal for work with IeDEA (using the IeDEA concept sheet template)
- Letter of recommendation from your Mentor, plus a brief review form.

Please note this application does not auto-save. You can use the "Save & Return" button at the bottom of the page to save your in-progress application. MAKE SURE TO WRITE DOWN THE RETURN CODE (or take a photo of it) or you will not be able to return to your partially completed survey.

Applications (including mentor evaluation) must be received by November 4, 2019.

Eligibility Confirmation

Applicants must meet the following criteria:

- Be a current or former trainee of a Fogarty D43 training program or an IeDEA-affiliated regional investigator (current D43 Trainees will be prioritized.)
- Have a minimum of a Master's degree in public health, epidemiology, biostatistics, or a related field
- Have basic knowledge and skills in epidemiology, data management, and analysis
- Have prior experience in conducting HIV research
- Have prior experience in scientific writing
- Be a citizen of a low or middle income country
- Have a D43 Mentor (for Fogarty trainees) or a director/senior scientist/mentor who will write a letter of recommendation

* must provide value

I confirm I meet these criteria

Select FIMP Affiliated Program
* must provide value
Completing some questions will reveal additional questions.
Completing this section will match you with your correct IeDEA Mentorship Region.

Based on your selection, your IeDEA Mentorship region would be **IeDEA Asia-Pacific**.

Based on your selection, your IeDEA Mentorship region would be **East Africa IeDEA**.

Based on your selection, your IeDEA Mentorship region would be **IeDEA Southern Africa**.

There are 6 possible IeDEA Mentorship Regions.
The application is long and may be difficult to complete in one sitting.

Use **Save & Return** feature to save your partial application.

**MUST write down/save your Return Code!**
Three file uploads are required:
- CV or biosketch
- Writing sample (published abstracts/manuscripts/posters or a personal statement)
- Concept proposal (using template below)

Upload your curriculum vitae (CV) or NIH Biosketch
* must provide value

Provide Writing Samples
The application requires 1-3 PDFs of accepted abstracts, presented posters, and accepted or published manuscripts from the past five years OR a personal statement describing your research interests and career goals (1 page limit).
* must provide value

Please prepare your project proposal using the template below. If your application is selected, your assigned IeDEA Region will work with you to refine the project proposal so it is feasible.

Attachment: leDEA-FIMP-concept-template_9_5_19.doc (0.08 MB)

Upload completed Concept Proposal
(Use template above)
* must provide value
The FIMP application requires submission of a scientific project proposal (concept sheet). Search PubMed to see what prior work your IeDEA region has done.

The following basic data is available for most IeDEA regions:

**Description of HIV Clinic** (available in all regions)
- tblCENTER: information about the HIV clinic

**Core Patient Data** (available in all regions)
- tblBASE: basic patient data
- tblVIS: visit data
- tblLTTFU: death and drop-out data
- tblART: antiretroviral medications
- tblLAB_RNA: HIV viral load lab results
- tblLAB_CD4: CD4 lab results

**Additional Clinic Data** (check with your region: data are available in some regions only and may be limited to some codes)
- tblDIS: CDC-C and WHO Staging diseases (not all diseases are collected by every region)
- tblLAB_BP: blood pressure measurements
- tblLAB: general lab results
- tblPREG_OUT: pregnancy outcomes
- tblDELIVERY_CHILD: delivery information related to the child
- tblNEWBORN: newborn information

Please prepare your project proposal using the template below. If your application is selected, your assigned IeDEA Region will work with you to refine the project proposal so it is feasible.

Attachment: [IeDEA-FIMP-concept-template 9_5_19.doc](IeDEA-FIMP-concept-template 9_5_19.doc) (0.03 MB)

Proposed analysis dataset should be described using the formal IeDEA variable names and tables (linked in application, described in next section as the IeDEA Data Exchange Standard.)
Completing the mentee application will automatically send an email to your mentor.

Make sure to complete this early so you give your mentor plenty of time to complete their application!

Make sure that
- You spell your mentor’s name and email correctly
- Your mentor knows about the request and has enough time to complete it before the application deadline

<table>
<thead>
<tr>
<th>Information About Your Mentor</th>
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<tbody>
<tr>
<td>Mentor First/Given Name(s)</td>
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<tr>
<td>* must provide value</td>
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<tr>
<td>Mentor Last/Family Name(s)</td>
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<td>* must provide value</td>
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<tr>
<td>Mentor's Institutional Affiliation</td>
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<tr>
<td>Mentor's Primary Position/Job Title</td>
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<tr>
<td>Mentor's Country of Residence</td>
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<tr>
<td>Mentor Email Address</td>
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<td>* must provide value</td>
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</table>

Submitting this application will send an automatic letter request email to your Mentor. Make sure to discuss your FIMP application with your Mentor in advance so they know to expect this request.
Fogarty-IeDEA Mentorship Program - Mentor Review

You are receiving this email because _____ has designated you as their past or current scientific mentor on a Fogarty D43 Training Program or an IeDEA Affiliated Program. Your mentee is applying for the Fogarty-IeDEA Mentoring Program and is requesting your letter of support for this application.

The Mentor Review Form requires the following information:

- General information
- Review of mentee skills (see attached Word document)
- Letter of recommendation on institutional letterhead

Please note this application does not auto-save. You can use the “Save & Return” button at the bottom of the page to save your in-progress application. To return to your in-progress application, you can use the link in your original email. This will allow you to return to your partially completed survey.

Mentor Information
The information below was provided by the applicant. Please fill in any missing information and provide corrections as needed.

1) Mentor's First and Middle Name(s) / Given Name(s)  
   * must provide value

2) Mentor's Last / Family Name(s)  
   * must provide value

3) Institutional Affiliation

4) Primary Position / Job Title

5) Country of Residence

6) Preferred Email Address  
   * must provide value

“___” fields will be filled with the applicant’s name or mentor’s name, as appropriate.
Two file uploads are required:
- Core Competencies Evaluation form
- Letter of Recommendation
Email Notifications

The system will generate some automatic emails:

1. Applicants will receive an email when their partial application has been received. This also means the email to the mentor has been sent to the mentor’s email address.

2. Mentors will receive an email requesting they provide a Mentor Review.

3. Applicants + Mentor will receive an email when the Mentor Review is completed. Once the Mentor Review is completed, the whole application will be complete.
Key Information

• Use **Save & Return feature** to save your work as you complete the Mentee Application.

• Finish your application early so your mentor has time to complete their review by November 4.

• Stay in close contact with your mentor and
  
  ➢ Make sure they know about the Mentor portion of the application
  
  ➢ Confirm they received the email link to complete the Mentor Evaluation
  
  ➢ Make sure they fill out the evaluation before the deadline on November 4.

• The **application system will close automatically after the deadline.**
IeDEA Data Exchange Standard
Your proposed research project should reference the formal IeDEA variable names and tables (IeDEA Data Exchange Standard.)
The IeDEA DES is a common data model which lists the variables, definitions, and coded responses for sharing observational HIV data collected in the IeDEA consortium. The DES supports research collaboration and efficiency in data exchange and analysis.
IeDEA Data Exchange Standard (DES)

Primary domains include

• Demographics and vital status
• Laboratory data (i.e. CD4, viral load)
• ART and medication history
• HIV-related diseases
• Pregnancy and newborn data
• Site-level data

Data completeness varies by site and region. Contact the regional representative for more information about data availability.
The _A variable (date approximation) is available for every _D (date) variable. See iedeades.org for full variable specifications and code lists.
IeDEA: A force for inclusive science
Regional Contacts

• **Asia-Pacific**
  - Dhanushi Rupasinghe drupasinghe@kirby.unsw.edu.au;
  - Awachana Jiamsakul Ajiamsakul@kirby.unsw.edu.au

• **Caribbean Central and South America (CCASAnet)**
  - Hilary Vansell hilary.vansell@vumc.org

• **Central Africa**
  - Marcel Yotebieng myotebieng@gmail.com

• **East Africa:**
  - Kara Wools-Kaloustian kwools@iu.edu

• **Southern Africa:**
  - Morna Cornell morna.cornell@uct.ac.za

• **West Africa:**
  - Didier Ekouevi didier.ekouevi@gmail.com
Timelines

• Applications Close: 4 November 2019
• Skype interviews: November
• Awards announced: Mid-December
• Program begins: January 2020

Help Contacts

For questions about the FIMP application process, requirements, and deadlines, contact Dr. Kara Wools-Kaloustian kwools@iu.edu (FIMP Program Director).

For technical questions about the REDCap web-based application system, contact Hilary Vansell hilary.vansell@vumc.org
Thank you

• Websites
  - IeDEA Website: https://www.iedea.org/
  - FIMP Application: https://redcap.vanderbilt.edu/surveys/?s=4LNP4RHJEL
  - IeDEA DES: https://www.iedeades.org/

• Bimonthly newsletter sign-up: https://www.groupvine.com/global/@@apply
• Twitter @iedeaglobal