

## New Mexico Health Service Corps Stipend Program Guidelines

The NMHSC is now accepting applications and will close on **September 6, 2024 at 3 PM MT**.

**Please carefully read all information before applying.**

### Application and Program Guidelines

The Office of Primary Care and Rural Health (OPCRH) is accepting applications for New Mexico Health Service Corps (NMHSC) Stipend Program. Students pursuing health professions training in eligible disciplines can receive stipend support through the NMHSC. In exchange for stipend support, **you must serve two (2) years of service and 3200 hours**, upon licensure, at an **approved health clinic in a rural, medically underserved area in New Mexico**. Only those students who are committed to practicing and can relocate to rural, underserved communities in New Mexico should consider becoming a NMHSC participant.

**Eligible Applicants:** Students in the following health professions training are eligible:

- Resident Physician
- Physician Assistant
- Nurse Practitioner
- Certified Nurse Midwife
- Dentist
- Dental Hygienist
- EMT-Paramedic

### Application Components

Each applicant must complete an application, which includes the following components (A-F) and must be submitted to our Office for consideration:

#### **Email:**

- A. Stipend Application (typed and signed).
- B. A resume as a separate attachment (as a PDF or Word document).
- C. A report verifying acceptance or enrollment in good standing in an eligible health professions school.
- D. Recommendation Letters – three (3) are required.

#### **Physical Mail:**

- E. Official Academic Transcripts.

- Official transcripts from your current or immediate past school (if a MD or DO, you must provide a copy of degree).
  - An official copy of EMT-Basic/Intermediate Certification and college or advance training transcript, if applicable.
- F. W-9 Form.
- On page 1, under PART I, section 4: 1099 Reporting: Services provided to the State by vendor, please checkmark “Other” and type in “Educational Stipend”.
  - Note: Submitting this form does not guarantee receiving a stipend. If awarded, the contracting process and distribution of funds can be done in a timely manner.
  - Direct Deposit Option is Recommended. Address on voided checks must match your address on the W-9 Form.

Each applicant will receive an acknowledgement via email from our Office confirming we have received your complete application packet (A-F).

### **Selection Factors**

Applicants are scored and ranked by the NMHSC Advisory Committee members.

Each evaluator will rank each category 1 to 5 points. The points are averaged. An applicant must receive a *minimum* of 19 points to be considered for the stipend award; 30 points is the maximum that an applicant can receive.

Stipend recipients are chosen from among the top scoring applicants. The number of applicants chosen is determined by the amount of money appropriated by the State Legislature for the current fiscal year.

If awarded, applicants will be notified of acceptance and the contracting process will begin.

Applicants must meet the application components (A-F) outlined above and demonstrate the following:

- 1. Academic Performance.** Demonstrates the ability to excel and maintain good academic standing while in school. Transcripts will be used in assessing applicants’ academic performance.
- 2. Commitment to a Career in Working in Rural Communities.** Demonstrates a strong commitment and motivation to provide care to rural and underserved communities; willingness to be geographically flexible; and relevant work experience and/or activities (i.e., community service, research, and internships) that have prepared the applicant to work with underserved populations. This factor is reviewed through the following:

- a. **Self-Recommendation.** An applicant's response to the essay question aids in the review process and helps gauge an applicant's interest in their commitment to working in rural and underserved communities.
- b. **Three (3) Recommendation Letters.** Recommenders provide a detailed description of the applicant's performance in school; education/work achievements; community/civic or other non-academic achievements; ability to work and communicate constructively with others from diverse backgrounds; and interest and motivation to serve underserved populations through work experience, course work, special projects, research, etc.

### **Funding Priorities**

The New Mexico Health Service Corps Stipend Program expects the fiscal year 2025 application cycle to be competitive. The program anticipates more applicants for stipend awards than there are funds available. The number of applicants chosen is determined by the amount of money appropriated by the State Legislature for the current fiscal year.

If selected, individuals will be notified, and required to review and submit a signed contract indicating they agree to serve **two (2) years of service and 3200 hours at approved health clinic in a rural, medically underserved area in New Mexico** in exchange for a stipend.

**Defaulting on an NMHSC agreement will result in a penalty of repayment of three (3) times the amount of the total stipend received, plus up to 18% interest per year. Per NM Statute, 7.29.2 NMAC.**

### **Deadline to Submit**

For consideration, submit your application packet (A-F) **no later than 3:00 PM MT, Friday September 6, 2024**. Late or incomplete applications will not be reviewed and will be rejected.

For more information, please contact the NMHSC Program Coordinator, Eleanor Dominguez at [Eleanor.Dominguez@doh.nm.gov](mailto:Eleanor.Dominguez@doh.nm.gov) or at (505) 288-1847.