University of Nebraska Medical Center
BREAKTHROUGHS FOR LIFE.

Guidelines and Procedures for Applying to the Health Educators and Academic Leaders (HEAL) Track

The Health Educators and Academic Leaders (HEAL) track is a two-year commitment involving attendance to (at minimum) 12 of 20 nightly seminars. The trainee's Program Director is responsible for approving this extracurricular track in the form of a signature on the attached document (see Appendix A). The trainee is expected to follow all policies and procedures of his/her program in requesting admittance into this extracurricular track.

The next HEAL cohort will be finalized by a multi-disciplinary admittance committee after a holistic review of applications. Applications can be submitted online between January 3 and March 20, 2026.

Specific procedures and guidelines for applying for the HEAL track are found within this document.

Purpose of the HEAL Track

Formalized professional development of participants into future change agents in academic medicine through preparation in teaching, leadership, and scholarship.

Eligibility

Trainees must be actively enrolled in a UNMC Graduate Medical Education program at the time the HEAL track commences (August 2026). This includes research fellowship and chief residency year(s). Program Directors must provide a written signature that attests to good academic standing as part of the HEAL application (see Appendix A below). Fellows in a two-year fellowship program (e.g. nephrology, diabetes, endocrinology and metabolism, infectious diseases, etc.) may be eligible to apply if starting their PGY4 year at the time the HEAL track commences but this requires pre-approval from their future sub-specialty Program Director. General surgery residents are eligible to apply the year prior to their research year(s) such that the HEAL curriculum overlaps with their two years of research. Future internal medicine chief residents are welcome to apply even if they start their PGY4 year at the time the HEAL track commences.

Military applicants are eligible to apply but tuition assistance is not available due to non-UNMC employment status.

Application Deadlines

HEAL track applications for the 2026-2028 cohort will close after March 20, 2026.

Application Checklist

- ☐ Completed online application (all four quadrants)
  - Please reference “non-degree seeking application instructions” for additional details as most prompts in the first three quadrants are not required.
- ☐ Personal Statement (to be uploaded as part of the online application)
  - “How do you see a health educator curriculum benefiting you in your future career aspirations?” (700 words or less)

- ☐ Three Letters of Recommendation (LOR)
  - At least one letter must come from a medical student or peer.
  - Please reach out to all letter writers/references before completing the online application materials as directions will be sent directly to the LOR writer’s email inbox once that section of the application has been completed. You will receive confirmation once the letters of recommendation have been successfully uploaded.
  - References should not come from your Program Director.

- ☐ Program Director letter of approval (see Appendix A below)
  - This should be scanned and uploaded to the online application.

- ☐ Transcript from medical school
  - This should be uploaded to the online application.
  - Unofficial transcripts are acceptable.

- ☐ CV
  - Please highlight prior teaching experiences, awards and scholarship including presentations, abstracts, publications, innovations and/or conferences attended.

Further Information

Any questions regarding the HEAL track should be directed to Jill Mcintosh-Carnes at jill.mcintoshcarnes@unmc.edu, MSB 55116, 402-559-6422, zip 2055

Appendix A - Program Director Letter of Approval for HEAL Track

Please print legibly.

1. Name of applicant: _____
2. Date: _____
3. Status (check one): ____ Resident ____ Fellow
4. House Officer (PGY) year (circle one): I II III IV V VI VII
5. Program: _____
6. Division: _____
7. Which HEAL track do you intend to differentiate into after completion of the first semester (check one)?

   ____ Foundations track ("Tier 2"): about one hour per week
   - 10 nightly seminars per year plus development of a Teaching Portfolio
   - No additional Master's level online coursework required
     - No professional certificate, 4 MS credits
   - Tuition for seminars is paid in full, fees still apply

   ____ Advanced track ("Tier 1"): about five hours per week
   - 10 nightly seminars per year plus development of a Teaching Portfolio
   - Includes three Master's level courses from UNMC HPTT online curriculum
     - Earns a professional certificate, 13 MS credits
   - Tuition for seminars/certificate is paid in full, fees still apply

8. "I attest that the above applicant is in good academic standing and offer full support for their application to the Health Educator and Academic Leaders (HEAL) track"

Signature of Program Director: _____

Signature of Applicant: _____

A copy of this completed form should go to the trainee's Education Administrator/Coordinator for documentation within the program.