Hosting an ATTP

The Parkinson’s Foundation is now accepting applications to host Allied Team Training Program (ATTP™) courses in 2019, 2020 and 2021 in the United States and Canada. Parkinson’s Foundation is seeking partners who are eager to host an ATTP in their communities. Past ATTP host sites have included Parkinson’s Foundation Centers of Excellence, Chapters and a long-term care agency. When choosing a Host Site, the Parkinson’s Foundation looks for Centers of Excellence and other committed partners who are working with healthcare professionals who want to improve the way care is delivered to families affected by Parkinson’s disease.

Our signature program, Allied Team Training for Parkinson’s (ATTP), since being launched in 2002, has trained more than 2,000 healthcare professionals from all 50 states. Participants are medical professionals and teams from diverse disciplines who want to learn the best techniques in Parkinson’s disease care through a dynamic team-based approach. During the dynamic training, participants learn to deliver interprofessional, patient-centered care at the right time throughout the continuum of care. This dynamic, interactive course features a combination of online courses and an intensive 3-day curriculum includes:

- CME/CEU credit for physicians, nurse practitioners, physician assistants, nurses, social workers, rehabilitation specialists, and other allied health professionals
- Online educational prerequisites
- Interactive case presentations & care planning with live patients
- Discipline specific breakout sessions
- Interdisciplinary team development sessions
- Patient and caregiver panels
- Individual and team planning for linking back to the workplace
- Opportunity to network with regional and national health professionals

Would your center or clinic like to host an ATTP course?

To learn more about requirements for hosting an ATTP, see details below.
Host Site Responsibilities

Once the course dates and venue have been established, roles for the host site are:

1. Promote ATTP, in tandem with Parkinson’s Foundation, to local and regional clinicians and help recruit attendees;
2. Identify and select active people with Parkinson’s and care givers to be part of the course as “teachers” for the clinicians; (8 patients / 4 caregivers);
3. Identify and select participants to be part of two real case evaluations (2 patients and 2 care partners).

Regional recruitment

Beginning about 6-7 months ahead of time, the Parkinson’s Foundation course organizers will schedule monthly calls with the Medical Director and Site Coordinator to outline the plan for local and national recruitment, assigning tasks and discussing best methods for outreach. At this time, the host site team identifies and contacts key personnel at local universities, hospitals, rehabilitation and care facilities (assisted living/skilled nursing/long term care/home care) as well as local PD organizations and PD focused private and public programs to promote attendance by regional teams and individual practitioners.

GOAL: Recruitment goals for the host site region are 50 attendees from the variety of ATTP included professions.

The Parkinson’s Foundation will support national recruitment by marketing to our national data base to draw those from outside of the local area to fill the program to the maximum of 120 attendees. We will use multiple outreach methods, including but not limited to: social media, targeted messaging via email, working with past participants asking them to reach out to other colleagues, blog posts, and asking people with Parkinson’s to help reach their health care professionals.

Selection of patient/caregiver panel members

Beginning two months prior to the course, leadership at the host site selects and invites patients/caregivers to participate in each of the patient/caregiver panels (sessions are one hour for each). There are usually 4 participants in each of 3 panel sessions (12 people total).

Panel 1 – Early diagnosed and at least one young onset patient(s)
Panel 2 – Mid-stage patients
Panel 3 – Caregivers of mid-advanced patients
It is important and valuable to the learning experience to have diversity on the panel including male/female, types of symptoms (motor and non-motor) and the neurologist with whom the patient(s) are associated.

Names, emails and phone contact information are to be provided to course directors and each panel facilitator. The panel facilitator for each panel will contact and speak with each of the participants to discuss the process, provide more comprehensive information and answer all remaining questions. Host site is to provide written directions and parking information to the panel facilitator to share with the panelists.

Panel members will be asked to arrive at least 15 minutes early. At that time panel facilitator will meet with them and they will have an opportunity to meet one another. Since we don’t compensate monetarily other than to pay for parking, it’s preferred that they can arrive to the campus easily and without additional cost.

All panel members will be seated at the head table at the same time. Each is invited to speak or respond to interview questions for up to 5 minutes about their diagnosis, the impact on their lives, their priorities, and their experience with their health care. After all panel participants have spoken the floor will be open for questions and interactive discussion with the audience.

**Live patient evaluation sessions**

Two additional patients and carepartners, one early stage and one mid-advanced stage, are chosen and invited by the host site to participate in a live interdisciplinary evaluation. Host site leaders are invited to present their patients for these sessions and are asked to provide a short-written case summary for faculty review prior to the course. Host site is to ensure the patients are informed of the location of the meeting.

**Benefit for hosting facility**

Two complimentary registrations are provided for members of the host facility staff. Ideally, these would be the persons who are working with us on recruitment and selection of panel participants.

This is the equivalent value of $800 - $1,000 depending on the number of attendees from your team as a whole.

Host site leader may be asked to be part of the welcome on the first day, pending her/ his schedule and interest in being involved.

All media outreach will recognize Host site as part of the ATTP.

Two eligible professionals from the host site are offered complimentary registration.
## Overall ATTP Timeline

<table>
<thead>
<tr>
<th>Timeline</th>
<th>Activity</th>
<th>Responsibility</th>
</tr>
</thead>
<tbody>
<tr>
<td>12-18 months before</td>
<td>Selection of Host site</td>
<td>PF (Parkinson's Foundation)</td>
</tr>
<tr>
<td>12-14 months before</td>
<td>Selection of sites for conference center, hotel, faculty dinner</td>
<td>PF lead, support from Host site</td>
</tr>
<tr>
<td>7 mos before ATTP</td>
<td>Begin monthly calls with key leaders for ATTP</td>
<td>PF</td>
</tr>
<tr>
<td>7 mos before ATTP</td>
<td>Complete design elements &amp; marketing timeline</td>
<td>PF/ Host site</td>
</tr>
<tr>
<td>6 mos before ATTP</td>
<td>Begin marketing campaign</td>
<td>PF/ Host site</td>
</tr>
<tr>
<td>2 mos before ATTP</td>
<td>Invite local PwPs &amp; care givers for panels</td>
<td>Host site</td>
</tr>
<tr>
<td>1 mo before ATTP</td>
<td>Host site provides full contact details for PwPs/ Caregivers to the panel facilitators</td>
<td>Host site</td>
</tr>
<tr>
<td>2-3 weeks before ATTP</td>
<td>Panel facilitator will contact each PwP/ Caregiver to discuss</td>
<td>Panel facilitators/ PF</td>
</tr>
<tr>
<td>4-6 weeks before ATTP</td>
<td>Panel facilitators hold calls with presenters</td>
<td>PF</td>
</tr>
<tr>
<td>2 weeks before ATTP</td>
<td>Patients/ Caregivers contacted to confirm travel/ parking/ expectations/</td>
<td>Host site</td>
</tr>
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Learn more at www.parkinson.org/ATTP.

### About the Parkinson’s Foundation
The Parkinson’s Foundation makes life better for people with Parkinson’s disease by improving care and advancing research toward a cure. In everything we do, we build on the energy, experience and passion of our global Parkinson’s community. For more information, visit www.parkinson.org or call (800) 4PD-INFO (473-4636).