**Facilities and Other Resources - Boilerplate**

**Department of Population Medicine, Harvard Pilgrim Health Care Institute
Harvard Medical School affiliate**

**Institutional Environment**

The Department of Population Medicine (DPM) is a research and academic partnership between Harvard Medical School and Harvard Pilgrim Health Care (HPHC), a not-for-profit health plan that provides health care coverage for 1.4 million members in New England. The Department’s core mission is to improve health care delivery and population health through innovative research and teaching. DPM resides within the Harvard Pilgrim Health Care Institute (HPHCI) and is an appointing department and affiliate of Harvard Medical School.

**Office and other physical resources**

The DPM has 58,000 square feet of research office and conference room space located within a 10-minute walk from the Longwood Medical and Academic Area, which houses Harvard Medical School, the Harvard T.H. Chan School of Public Health, Harvard Dental School, the Countway Library of Medicine, and several Harvard-affiliated hospitals. Each DPM investigator has a dedicated research office with a computer, telephone and full access to shared departmental resources, including the shared computer networks, as well as fax and copy machines. DPM investigators benefit from the academic resources of Harvard Medical School, including the Francis A. Countway Library of Medicine, one of the largest medical libraries in the world with more than 630,000 volumes, subscriptions to 4,000 current journal titles and over 10,000 non-current biomedical journal titles. The library also has a web-based bibliographic retrieval system and one of the best search services in the country. All faculty have online access to the Library.

**Information Technology**

The DPM is served by a LAN that has access to the clinical, research, and educational databases of HPHC. The Department’s information technology infrastructure is provided by HPHC and supported by NTT. All computing resource access is managed in compliance with HIPAA Security standards. All NTT desktop and laptop computers use the Windows 7 operating system and have network and internet access. For file security, all desktops and laptops run encryption software from Dell Data Protection to prevent accidental loss or theft of data on computers or removable media from being usable. Network file storage is on a password protected Windows AD server with multi-factor authentication. Remote access to the HPHC network is available on HPHC laptops using VPN software or Citrix. A 32 core SAS server runs in the environment providing high-capacity computing and analytical support.

**Scientific environment – Institutional support**

The DPM offers a scientific environment conducive for research. Faculty members are affiliated with one or more Divisions: the Center for Health Care Research in Pediatrics (CHeRP), the Division of Chronic Disease Research Across the Lifecourse (CoRAL), the Division of Health Policy and Insurance Research (HPI), the Division of Therapeutics and Infectious Disease Epidemiology (TIDE) and a Biostatistics Division. In addition, the Department has cross-disciplinary centers that promote collaboration and responsiveness to changes in policy and research opportunity. These include the Center for Cancer Policy and Program Evaluation (CaRPE),the Precision Medicine Translational Research Center (PROMoTeR), and the China Program for Health Innovation and Transformation.

The Office of Sponsored Programs at the Harvard Pilgrim Health Care Institute assists investigators with the preparation, submission, and post-award administration of research and teaching programs. The Office also provides training in administrative and logistical aspects of grants management and human subjects research. The DPM purchases and makes available to investigators licensed computer software commonly used for research, including Microsoft Office, SAS server access, and EndNote. Faculty members are entitled to departmental support for administrative/staff assistance and annual funds for reimbursement of travel, dues, membership fees, licensing and other business-related expenses.

All DPM faculty members have access to technical support from within and outside of the department for conducting research. The Research Support Data Center (RSDC), with a staff of 5 senior analysts, is a freestanding data and programming support unit housed in the DPM. Services the RSDC provides include: data development strategies; selection of study populations; preparation of custom research datasets; SAS programming; and statistical analysis. In addition, faculty members benefit from a broad array of resources supported by Harvard schools and affiliates.

**Scientific environment – Intellectual rapport**

Faculty members benefit from the DPM’s diverse research portfolio, and its interdisciplinary and collaborative atmosphere. The Department’s ~50 Harvard-appointed faculty members and doctoral level research scientists conduct research in areas including comparative safety and effectiveness, health services research, behavioral and clinical research, and health policy. The DPM has strong national connections that amplify the opportunities for and impact of its research. It participates in a number of national collaborative research networks, including the Health Care Systems Research Network, the CDC Prevention Epicenters, and the Vaccine Safety DataLink Project. HPHCI serves as the coordinating center for the NIH Health Care Systems Research Collaboratory Distributed Research Network, whose goal is to strengthen the national capacity to implement cost-effective large-scale research studies that engage health care delivery organizations as research partners. HPHCI co-leads the coordinating center for PCORNet, which is establishing a national network for conducting clinical outcomes research in partnership with 29 health data networks in the U.S. HPHCI also leads the FDA-funded Sentinel System, to inform the development of a national surveillance system for monitoring the safety of FDA-regulated medical products using a distributed data network to rapidly query data for >175 million people held by 18 data partners. Finally, HPHCI has a productive collaboration with leaders in public health practice, including the Centers for Disease Control and Prevention and the Massachusetts Department of Public Health.

The DPM supports faculty through a well-established faculty mentoring program. The DPM has a dedicated senior faculty member in the role of Director of Faculty Development, who advises faculty on career development and promotion. Upon joining the department, each faculty member is connected with a mentorship team. These mentorship teams provide faculty with structured and ongoing opportunities for advising on topics including research administration, ethics and human subjects protection, as well as more general career development. Each year, faculty and their mentors are reviewed by senior faculty and the Department Chair to ensure their success in establishing a productive research program and transitioning to the role of independent investigator. The Harvard Medical School Dean for Faculty Affairs, who is also a member of our Department, typically attends our annual faculty review meetings to provide additional input and guidance on readiness for promotion of our DPM faculty.