



Instructions for Completing & Submitting the Online Advisory Board Application

1. Open the application and answer all of the questions by typing into the light blue boxes. Each application is slightly different; this example was made with the Youth Application.

Diabetes Wraparound Program of UPMC Children's Hospital Advisory Board
Application for Youth Members

The following questions ask for some personal information about you. It is important that we select youth Advisory Board members who represent the diversity of those that have T1D. This information is confidential and will not be shared with anyone except the Program leadership without your written consent. If you need extra space to answer any of the questions, feel free to use a separate piece of paper. Thank you for your interest.

Your name: John Smith

Mailing address: [Redacted]

Phone number and best time to call you: (412) - 123 - 5678

Okay to text? Yes

Do you use email? If so, what is your email address? jsmith@gmail.com

1. How old are you? [Redacted]
2. Tell us about some of your positive and negative experiences in managing your T1D. For example: how it affects you at home, with your friends, at school, at work, etc. Again, this information will be kept confidential.
[Redacted]
3. Are you now or have you ever been involved with any Diabetes organizations (such as The American Diabetes Association [ADA] or Juvenile Diabetes Research Foundation [JDRF])? Please describe:
[Redacted]
4. Are you now, or have you ever been involved in any community organizations or on any committees? (examples would be Student Government, Scouts, service organizations etc.) Please describe:
[Redacted]

Your name: John Smith

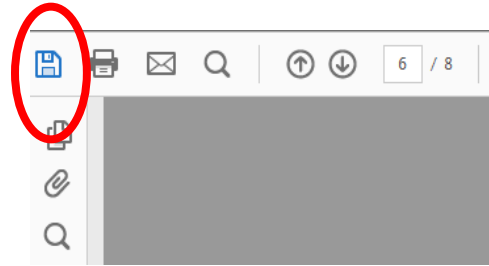
Mailing address: 123 Park Avenue Pittsburgh, PA 15203

Phone number and best time to call you: (412) - 123 - 5678

Okay to text? Yes

Do you use email? If so, what is your email address? jsmith@gmail.com

- When finished, click the 'Save' button in the upper left-hand corner of the screen. This may vary depending on your browser (Internet Explorer, Google Chrome, Mozilla Firefox, Safari, etc.).





This example was made in Internet Explorer.

- You will be asked to save the completed application to your computer.

File name:	<input type="text" value="Advisory Board Application"/>
Save as type:	<input type="text" value="Adobe Acrobat Document"/>

- Find the saved file and email it to Amy G. Nevin, MD at agnevinmd@gmail.com.

 Send	To...	<input type="text" value="agnevinmd@gmail.com"/>
	Cc...	<input type="text"/>
	Subject	<input type="text" value="Advisory Board Application"/>
	Attached	 Advisory Board Application.pdf 1 MB