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| 1. **Name of Fellowship:** |
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| 1. **Duration:** |
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| 1. **Fellowship Supervisor(s):** |
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| 1. **Description:** Please provide a brief narrative description of the proposed fellowship. |
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| 1. **Learning Objectives:** Please outline the key educational objectives for the fellowship. (What is the fellow expected to be able to DO by the completion of the fellowship? What are the competencies that the fellow is expected to achieve?) |
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| 1. **Curriculum:** Please outline the curriculum, including the timing and sequence of clinical and/or research experiences AND formal academic sessions that are planned. |
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| 1. **Service expectations:** Please outline the clinical service expectations for the fellow, including inpatient, ambulatory, emergency and on-call requirements. Include any weekend and after hour (evenings) clinical service requirements. Please refer to the [Fatigue Risk Management (FRM) Guidelines](https://www.schulich.uwo.ca/medicine/postgraduate/future_learners/docs/Policies%20for%20Website/Fatigue%20Risk%20Management%20Guidelines.pdf); clinical duties and call schedules for clinical fellows must be developed with an awareness of FRM. |
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| 1. **Academic expectations:** Please outline the academic and scholarly expectations for the fellow (e.g. completion of a scholarly project, writing a grant proposal, completing and publishing a research project, scholarly teaching, etc.). |
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| 1. **Assessment:** Please outline the assessment strategies used to ensure the fellow is achieving the learning objectives. Assessment of fellows must occur on a regular basis. Written assessments are required every 3 months at minimum, using an ITER type format.   Additional forms of assessment such as case reviews, 3600 evaluations, review of written communication such as notes/dictation, OSCE, portfolio, written or oral examinations are encouraged. |
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| 1. **Funding:** Please identify the source of funding for the fellow and the funding amount. A minimum salary of $50,000CAD is required. **Please ensure the “Estimated Cost of Living” information sheet accompanies the fellowship offer letter.** |
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| 1. **Vacation entitlement:**  Please provide the amount of vacation you intend to offer fellows. Note: Fellows are to be offered i) 4% vacation pay in lieu of time off OR ii) 4% vacation time (2 weeks/year). **The supervisor must discuss the options with the candidate and come to a consensus as to which scenario is chosen.** |
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