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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.Note that postgraduate trainees, including fellows and residents are prohibited from attending any industry-sponsored events that are not Royal College or CFPC accredited. [Schulich Interactions with Industry Policy](https://www.schulich.uwo.ca/about/deans_office/conflict_of_interest.html).    1. Training experiences: Include location, timing and sequence of training experiences (rotations).    2. Are there any off-site learning sites? Yes or No? If ‘Yes’ please provide the name(s) and location(s) of any off-site learning site such as a clinic.    3. Academic curriculum: Include days/times of academic sessions such as grand rounds, journal clubs, QI rounds (M+M), etc.    4. Provide information about any teaching or supervision required by the fellow for more junior learners.    5. **Provide information about any industry sponsored events such as retreats, dinner presentations etc. that fellows might be expected to attend. Specify whether these are Royal College accredited.** |
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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. ***If a fellow is expected to provide service for remuneration, provide the specifics of how this will be scheduled and tracked.*** |
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| 1. **Research/scholarly project 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.). Provide the time available in the fellowship for academic/scholarly expectations: (for example one day per week 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 **$60,000CAD** is required. Please ensure the “Estimated Cost of Living” document accompanies the fellowship offer letter, [available here](https://www.schulich.uwo.ca/medicine/postgraduate/future_learners/docs/future_learners/ESTIMATED%20COST%202024-25%20FOR%20A%20SINGLE%20ADULT%20IN%20LONDON.pdf) on the PGME website. If the fellowship is self-funded please provide the details of the funding/patient population to be seen, and the time required for the remuneration. If the fellowship is self-funded the clinical fellow cannot be the most responsible physician (MRP) for the patient population seen for the purposes of the fellowship. |
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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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