

## **GEORGE MINES TRAVELLING FELLOWSHIP Guidelines**

The George Mines Travelling Fellowship ('the Fellowship') will provide recognition and funding to outstanding Canadian arrhythmia specialists early in their careers, and provide a reliable supply of future Canadian leaders in this field. The Fellowship will support training abroad for Canadian Arrhythmia Fellows, with the intent of acquiring advanced academic arrhythmia clinical, research and/or educational skills.

### **Eligibility**

To be eligible for the Fellowship candidates must:

- 1) be a member in good standing of the Canadian Heart Rhythm Society;
- 2) be a permanent resident or citizen of Canada;
- 3) be a physician who has or is training in a Canadian cardiology or cardiac arrhythmia program;  
and
- 4) have arranged for a position in an academic training program outside of Canada.

### **Additional Considerations**

- 1) Candidates will be eligible regardless of whether or not they hold advanced degrees in research or education.
- 2) Clinical fellowships without a strong academic focus are not eligible.
- 3) Preference will be given to fellows who have an offer of employment in a Canadian academic arrhythmia centre.

### **Application Procedures**

- A call for applications will go out to all CHRS members each year.
- Applications must be received by March 15<sup>th</sup>.
- Application for Fellowship positions may be sought more than one year in advance.
- Applications for renewal for a second year will be considered at the discretion of the George Mines Travelling Fellowship Review Committee.

### **Review Committee**

- The Chair of the George Mines Travelling Fellowship Review Committee ('the Committee') is appointed for a 3-year term by the CHRS Executive. A deputy Chair will be identified in the final year of the 3-year term, to facilitate succession planning.
- The Chair is responsible for appointing and recruiting committee members. Members will be appointed yearly, as required to manage anticipated conflict of interest.
- The Committee is accountable to the CHRS Executive.
- The Committee will review all applications and make a recommendation to the CHRS Executive by May 1<sup>st</sup>.

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### Selection Criteria

All applications and supporting documents will be reviewed based on the following criteria:

- Academic background, including research or educational contributions.
- Statement of career interests.
- Statement of how the particular training program will address the identified career interests.
- Quality of the proposed training site, including quality of the training program.
- Quality of the proposed supervisor.
- Proposed academic component of training, including research proposal or proposed educational training program.
- Whether an advanced degree will be sought.
- A letter of support from the proposed adviser, supervisor, or sponsor that stipulates:
  - the proportion of time allotted to the clinical care, clinical education, and academic components; and
  - the funding available for support of the fellow.
- A letter from the Head of Cardiology in the applicants' centre (or current cardiology/arrhythmia leader) appraising their future contributions to arrhythmia care, research, and education in Canada.
- Two letters of appraisal from those involved in training the fellow in Canada.

### Amount of Bursary & Conditions

- A total of \$60,000 CAD will be awarded for each Fellowship. Normally this will be awarded for a one-year period (July 1<sup>st</sup> to June 30<sup>th</sup>, academic year), but candidates may discuss with the Committee the possibility of spreading the award over 2 years.
- Of the total bursary amount, \$55,000 is to be used to support tuition fees, research costs and salary, and \$5,000 is to support meeting and conference travel.
- One bursary will be awarded each year. Should there be no suitable candidates in a given year, the award will be kept in a CHRS dedicated fund and two bursaries can be awarded the following year. The candidate may hold the Fellowship during any year of training abroad for up to 3 years after starting the training.
- The funds may be awarded directly to the recipient or in trust through the institution providing the training program.
- The recipient is required to attend the CHRS Annual Meeting to be recognized at the CHRS Awards Ceremony; and attend the CHRS Annual Meeting the following year to present a lecture at the CHRS Annual General Meeting (AGM) summarizing the research or educational skills that were acquired during the fellowship period. All expenses to attend the CHRS Annual Meeting/AGM shall come from the bursary amount provided.