



## **ESPE Clinical Fellowship – Information for Applicants and Selected Candidates**

### ***Aims***

The Clinical Fellowship of the European Society of Paediatric Endocrinology (ESPE), generously supported by Merck & ESPE, aims to promote the development of patient care, clinical management and clinical research in Paediatric Endocrinology through a training programme in a reputed European Clinical centre.

### ***The Training***

ESPE Clinical Fellowship can offer two options: short-term Clinical Fellowships for 3 months and a limited number of long-term Clinical Fellowships for a training period of 6 months. In the beginning of the programme there were limited specialised training opportunities in many European countries, therefore the long-term fellowships (6 months) were developed. Doctors from these countries willing to develop a career in Paediatric Endocrinology have to stay for at least 6 months at a recognised Host Centre both to acquire clinical skills and to be introduced to clinical research. An important aim was to overcome existing significant disparities in the ability to provide high quality paediatric endocrine clinical care in different parts of Europe. The short-term fellowships (3 months) were developed to match the need of trainees with greater experience in Paediatric Endocrinology but lacking opportunities for training in specific skills or specific sub-specialty experience in their home country. Both Fellowships are carried out at European Centres with a highly recognised reputation in clinical Paediatric Endocrinology. More recently, the short term fellowship is more popular and offered in larger numbers whilst the long term fellowships is offered to a limited number of candidates.

With the globalization both of ESPE as a society, and of Paediatric Endocrinology as a recognised paediatric sub-specialty, the need for specialised training is increasing and getting more sophisticated. Therefore, the ESPE Clinical Fellowship programme welcomes applicants not only from Europe, but also from Africa, China, the Indian sub-continent, South America and the Middle East.

Since 2010, the ESPE Clinical Fellowship Committee has also adopted a more flexible approach to the organisation of the Fellowship programme: the Candidate's Application Form has been unified and the exact duration of the Fellowship will be decided case by case, according to the Candidate's training needs, preferences and possibilities, the availability of appropriate Host Centres, the Committee's evaluation of the application, and the financial resources available.

The Home Centre Form, confirming the Candidate's training needs, readiness to use newly acquired knowledge, skills and experience, and a declaration to support the Candidate's future career in Paediatric Endocrinology upon successful completion of the Clinical Fellowship is a vital part of this selection process. **It is expected that the fellows will return to their home country at the end of the fellowship to promote Paediatric Endocrinology in their Home Centre/Country.**

### ***The Selection Committee***

The ESPE Clinical Fellowship Committee is an appointed sub-committee of the ESPE Education and Training Committee. The committee is responsible for selecting the successful candidates from amongst the applicants, determining the length of the fellowship, selecting an appropriate host-centre and liaising with Fellows and Hosts during and immediately after the fellowship.

A Chair and a Secretary have been in the past elected by the committee and approved by the ESPE Council.

The committee meets at the ESPE Annual Meeting (normally in September each year) to decide who should be awarded Fellowships for the following year and for how long, and to nominate appropriate host centres. Both successful and unsuccessful candidates are notified following the decision-making process.

**All the committee members offer their service on a voluntary basis in addition to their routine clinical/research work so have administration support from Bioscientifica. Candidates are encouraged to do their best to co-operate with the committee by completing the forms appropriately as per instructions (both during the application and later during the fellowship if selected) and by sticking to all the deadlines. It is not good use of time to constantly chase the applicants/fellows for the forms, reports etc.**

### ***Eligibility Criteria***

#### ***1. Fellow***

Applicants for the Fellowship should be fully trained in Paediatrics and/or have started training in Paediatric Endocrinology. All applicants should have the intention to pursue a career in Paediatric Endocrinology. Trainees in adult medicine/adult endocrinology are not encouraged to apply for this programme. Applicants should be supported by a Promoter/Supervisor from their current Department (Home Centre) and from the Head of their current Department.

#### ***2. Home Centre***

Applicant's current centre (home centre) should offer commitment for a position in Paediatric Endocrinology following the completion of the Fellowship with, at least, preservation of the Candidate's working post/position and, preferably, support for the possibility of promotion subsequently locally or in another national centre in the home country on successful completion of the Fellowship.

#### ***3. Host Centre***

Host Centres are located in Europe and selected by the Fellowship Committee. Applicants should be able to both understand and fluently speak the language of the population of the selected Host Centre country.

### ***Application Process***

Applicants complete their application online via this form when the call for applications is stated as open:

<https://www.eurospe.org/grants-awards/grants/clinical-fellowship/clinical-fellowship-application-form/>

The following documents must be uploaded where requested in the above form as follows:

1. A **Curriculum Vitae** (in English) detailing relevant clinical and research experience, presentations/publications etc., (not more than 4 pages in total).

2. Signed support letter from proposed **host** confirming the verbal agreement for the fellowship to take place
3. Signed support letter from your **home supervisor/promoter** that references their thoughts on the position of the candidate on return from the fellowship, the potential to set up/develop a division of paediatric endocrinology on completion of the fellows, what their main reasons for supporting the application are, what the main goal of the fellowship is and the applicants ability to work as a leader, executor and moderator of a team.
4. Photograph as separate files in *jpg* format
5. A scanned image of the applicants signature.

Candidates are advised to not post printed copies.

**Please note that forms without relevant signature of the candidate/home centre will be rejected.**

### ***Budget***

The total budget for the Clinical Fellowship includes subsistence for the fellow and reasonable expenses related to travel costs during the period of the fellowship. The living costs of families are not included. The Financial Guidelines, the Initial Grant request form and the Final Grant Accountability Report are available on the ESPE website. They are mandatory for Fellows and should be read **PRIOR** to application.

### ***Funding***

Each fellows submits a grant payment form on starting their fellowship and receives 80% of their allocation. On successful completion of the fellowship and receipt of a correctly completed Clinical Fellowship Completion Report the fellow will receive the final 20%.

### ***Reports***

The committee requires a final completion report to be provided by the fellow at the time of completion of the fellowship so that the final grant installment could be paid on time. The report is expected to focus on the benefits, skills/techniques learnt, details on activities, structure of the fellowship, accommodation used and host mentor/centre support. Fellows are encouraged to suggest any improvements they believe could help add value to the programme in the future. The fellow will receive a Clinical Fellowship Completion Certificate on approval of the report.

The ESPE Clinical Fellowship is supported by an educational grant from Merck KGaA, Darmstadt, Germany. Further information regarding the fellowship can be obtained from the ESPE Office or the Chair/Secretary of the ESPE Clinical Fellowship Committee:

#### **ESPE Office**

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#### **Chair**

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