

Clinical Fellowship Program

Terms of Reference

1. Background

In 2023, a committee of subject matter experts met to discuss the feasibility, funding, recruitment, and inclusion criteria for a fellowship program. SEAMO has provided a one-time investment of \$1 million from the Recruitment Fund in an effort to encourage recruitment of fellows into SEAMO-funded positions.

2. Purpose

The purpose of the Clinical Fellowship Program is to support recruitment into SEAMO-funded positions, by providing funded opportunities for fellows to obtain additional training following the Royal College/Family Medicine accredited residency training period.

3. Scope and Guidelines

- i. For the purpose of the use of this fund, an eligible fellowship:
 - Must not already receive full ministry funding or full funding from another source (i.e., an endowment or charity). A fellowship that has partial funding may be considered, as the funding could be used to cover required matching funds from the department.
 - Must be predominantly clinical (over 50% clinical activity)
 - May be completed in Kingston or at another academic institution in Canada or abroad
 - Must accompany intent to recruit from the Department Head to ensure there is a vacant position for the fellow.
 - Must enhance skills so that the fellow would be able to fill an existing or upcoming vacancy for a SEAMO-funded position.
 - Is not only permitted, but encouraged to be cross-departmental, as they can meet clinical need in more than one department, therefore making a larger impact.
- ii. This one-time investment from SEAMO will be able to fund up to 10 positions of approximately \$100,000.
- iii. Current faculty members (GFT, Adjunct 2) are not eligible.
- iv. As the objective of this program is to train physicians for careers as SEAMO-funded physicians, applications for awards must clearly articulate how the proposed clinical training will enable this career path.

- v. All vacancies will be considered of equal priority but will be evaluated for awards based on clinical need. Current vacancies are a priority, followed by new positions.
- vi. Awards are one-year, non-renewable fellowships.

4. Administration

- i. The SPRC has responsibility, authority, and accountability for the administration of this award.
- ii. An adjudication committee of subject matter experts will manage the application and review process and make recommendations to the SPRC.
 - a. Medical Director, SEAMO (Chair, non-voting unless a tie-breaker or conflict of interest)
 - b. Associate Dean, PGME
 - c. Vice Dean, Health Sciences Education
 - d. SPRC Representative
- iii. Departments make applications for awards on behalf of the candidates whom they have identified. In order for a candidate to be eligible for an award, the following commitments must be made:
 - a. The recruiting department must confirm that there will be a vacant position available for the fellow.
 - b. The awardee must agree to work as a SEAMO-funded physician for at least a three-year period following the completion of their fellowship.
 - c. The hospital or organization that will employ the candidate following the fellowship must sign off on the specific skill set that the fellow will return with to plan for required resources.