1. PURPOSE AND SCOPE

This policy governs the awarding of the Foundation for Surgery Senior Lecturer Fellowship. It covers the application and selection criteria as well as the duration, value, frequency and conditions of the Fellowship.

The Fellowship is intended to provide salary support for a full-time/near full-time senior lecturer and surgeon, early in their career, to assist them to establish themselves in an academic surgery pathway.

2. KEYWORDS

Foundation, Surgery, Research, Fellowship, Academic Surgery, Education, Training, Lecturer, Salary

3. BODY OF POLICY

3.1. Background

The Foundation for Surgery Senior Lecturer Fellowship is intended to support a Royal Australasian College of Surgeons (RACS) Fellow who is establishing an academic career in research and education. There will be two Fellowships offered simultaneously if sufficient funds are available, with the allocation of the Fellowships preferably being equally distributed between metropolitan and provincial centres.

3.2. Eligibility Criteria

Applications for the Fellowship are open to surgeons in Australia and New Zealand who are establishing or advancing an academic career. Affiliation with a University Academic Department of Surgery or Hospital Department of Surgery in Australia or New Zealand needs to be provided confirming the institution’s support for the applicant in the proposed Senior Lecturer position.

The emphasis of the Fellowship is to be clearly focused on research and/or educational activities. A Senior Lecturer is defined for the purposes of this policy as working up to 50% clinical and the remainder for research and teaching.

The Fellowship is conditional upon the applicant being a permanent resident or citizen of Australia or New Zealand, and to be a RACS Fellow.

A final year SET Trainee having passed the final FRACS examination must have completed all Fellowship requirements before becoming eligible for this Fellowship.

3.3. Selection Criteria

The Fellowship recipient will be chosen on the basis of his/her written application (including a Curriculum Vitae) detailing the research to be undertaken and academic and educational opportunities which may result from this. Preference will be given to candidates who have attained or are seeking to attain a higher degree e.g. PhD or Masters, but this is not essential. Foundation for Surgery Senior Lecturer Fellowship applicants may be short-listed for interview based upon the candidate’s academic record, postgraduate training, research and educational experience, and publication history.

Applicants must provide and will be assessed on the following:
a. Statement of support from their nominated academic institution describing the post for which they are, or will be, employed;

b. A curriculum vitae and names of two referees who may be contacted, at least one being a RACS Fellow.

3.4. Selection Committee

The Selection Committee will consist of at least four members, comprising the Chair Research and Academic Surgery (RAS), the Chair of ANZSGC, the Chair of the Academic Surgery Committee and the Dean of Education. Up to two further panel members may be co-opted.

3.5. Value of the Fellowship

The Fellowship will be valued at a Foundation for Surgery Research Scholarship level and will be co-funded by the institution to the same amount. Prospective applicants should refer to the RACS website www.surgeons.org for information on the current value of the Foundation for Surgery Senior Lecturer Fellowship.

3.6. Duration of the Fellowship

The Fellowship will be awarded for a period of two years. Continuation each year is dependent upon satisfactory progress.

3.7. Frequency of the Fellowship

A new Senior Lecturer Fellowship post is to be awarded each year subject to availability of funding and providing there is a worthy applicant.

3.8. Conditions of the Fellowship

3.8.1. Program

The conditions are based on information supplied at the point of application on which the scholar’s application was assessed and approved. Any changes in direction or intent from those originally approved by RACS will require prior consent before continuation is approved. To obtain this consent, scholars are required to complete an amendment form available from RACS.

3.8.2. Financial Arrangements

a. In Australia and New Zealand recipients may engage in professional work in their area of expertise for additional remuneration (see points 3.2 and 3.5).

b. It is recommended that the scholar refer to his/her financial or taxation advisor to ascertain the taxability of the awarded Fellowship funds. General information only about whether scholarships/fellowships are exempt from income tax is available on the RACS website www.surgeons.org/scholarships/ and proceed to the FAQ section. This is not expert taxation advice, and does not release the scholar from legal obligations.

c. The Fellowship will be paid to an Administering Institution on behalf of the scholar.

d. Payment of the annual value of the award will be made in one instalment prior to 1 March in the given year but this could be varied to
suit a particular scholar’s needs, with the approval of the Director of Resources, RACS.

e. The control of the expenditure will be governed by the normal policies and procedures of the Administering Institution.

f. Award funds will only be paid on receipt of a valid tax invoice.

3.8.3. Additional Fellowships/Fellowships/Awards

Scholars may not hold two RACS awards simultaneously.

3.8.4. Reporting

a. Continuation of the Fellowship will be assessed by the ANZSGC based on the recommendation provided by the supervisor and/or head of academic institution by 30 October each year.

b. The payment of the award is conditional upon the scholar providing RACS with two reports annually in the requested format on the research undertaken. The first will be requested in June for submission by a specified date in July, and together with the recommendation provided by the supervisor will assist in determining the continuation of the scholarship in the following year. Scholars must demonstrate satisfactory progress during each year. The second report will be requested during December for submission by a specified date in January.

c. Recipients must be prepared to provide an article for publication in Surgical News upon request at the end of the Fellowship, detailing experiences and opportunities.

d. Scholars are required to present the results of the research or educational advancement at the Surgical Research Society meeting or the Education Section of the RACS Annual Scientific Congress, at least once, during the scholarship period or within 12 months after the end of the scholarship period.

e. All awarded RACS Fellowships, Scholarships and Grants are monitored by an Evaluation Committee whose role is to assess the benefits resulting from the awards. Scholars are required to complete two Scholarship Evaluation surveys. The first will be requested upon completion of the award. The second will be requested five years after completion of the award.

3.8.5. Timing of Award

In general the commencement date for this Fellowship is 1 January each year. However the starting date may be varied upon approval by RACS.

3.8.6. Part Time

This Fellowship is intended for full time or near full time only.

3.8.7. Reapplication for the Fellowship

Unsuccessful applicants can reapply in subsequent years while eligible until they are successful.

3.8.8. Ethics Approval

Approved By: Director, Research Audit and Academic Surgery  Original Issue: February 2008
Document Owner: Scholarship Program Co-ordinator  Version: 5
Approval Date: June 2017
Review Date: June 2020
RACS must receive documentary evidence where applicable of ethical approval from the Ethics Committee of the Institution supervising or RACS where necessary.

3.8.9. Acknowledgements

The Foundation for Surgery is to be acknowledged in any relevant correspondence, public announcement, advertising, publication or other material relating to the award. The Foundation logo must be included in all presentations relating to the Fellowship, including those made at the ASC. Recipients are required to speak at Foundation dinners when/if invited.

3.8.10. Publications and Patents

RACS must be notified of any publications as soon as practicable after acceptance by the journal, or patents arising from the award together with the results of any research that is to be commercially developed.

3.8.11. Code of Conduct

The surgeon is expected to follow the RACS Code of Conduct which can be found at http://www.surgeons.org/policiespublications/publications/position-papers/.

3.8.12. Acceptance of Offer

The scholar must sign the Acceptance Form as acknowledgement of the above conditions and approved research and return it to RACS prior to commencement of the award.

3.9. Privacy

RACS takes reasonable steps to protect the information it holds from misuse or loss and from unauthorized access, modification or disclosure. The scholar has the right to access his or her personal information and to have it corrected if inaccurate, incomplete or out of date.

3.10. Termination of the Fellowship

RACS may, at its discretion, for what is considered grave cause, suspend the tenure of an award for such time as is thought fit, or deprive a scholar of his/her Award. From the date of either of these decisions, the entitlement to stipend and other allowances shall cease..

3.11. Access

This policy may be accessed by the general public, RACS members, staff and the general public.

3.12. Communication

Fellowship recipients will be notified of the policy or any changes to the policy that impact them by email. Other stakeholders are encouraged to check the RACS website on a regular basis to keep up to date with policy changes.

3.13. Administering Committee

The ANZSGC administers the Fellowship.
4. ASSOCIATED DOCUMENTS

PRC: Research Scholarships – General
PRC: Scholarship Program Leave
FRM: Scholarship Program Amendment Form
DOC: Important General Conditions

Approver: ANZSGC
Authoriser: PDSB