

Fellowship Validation

Application Guidelines

Overview of requirements

1. Fellows can choose to perform their fellowship in:
 - a. A EUROSPINE Endorsed Host Training Centre. By selecting a EUROSPINE Endorsed Host Training Centre, fellows will be guaranteed that the training centre meets minimum criteria for appropriate education and support to fellows working in those centres.
 - b. A European non-endorsed centre.
 - c. A Non-European, non-endorsed centre.
2. The Host Training Centre must specialise in spine health or be an autonomous Spine Centre in the Orthopaedic and/or Neurosurgical Spine Department, preferably in a teaching hospital or in large public or private hospital.
3. The Host Training Centre must be led by a full-time Spine Surgeon.
4. The Host Training Centre must have a structured day schedule including: rounds, outpatient clinic and surgical OR sessions.
5. The Host Training Centre must have regular interdisciplinary dialog.
6. The Host Training Centre must lead a structured education session at least once per week that must include case discussion, basic scientific/evidence based issues and review of papers/journals.
7. The Training Centre uses registry monitoring of all cases or the Fellow is encouraged to be responsible for its implementation.
8. The Host Training Centre must be able to provide sufficient exposure to a wide range of procedures and spine surgeries. The recommended minimum number is 250 Spine Surgeries annually with a broad distribution across disciplines:
 - a. Deformities
 - b. Degenerative Lumbar/Cervical
 - c. Trauma
 - d. Tumours
 - e. Spinal Diseases
9. The Fellow must remain in the institution for a minimum of 6 months.

Process and timeline

10. Fellows are responsible to organise their fellowship directly with their chosen Host Training Centre. EUROSPINE will not provide the fellow with any support, financial compensation, salary or grant.
11. Applicants will apply for fellowship validation through the online application and will submit the required proofs that they performed their fellowship.
12. The following documents, as proofs the fellowship was performed, will have to be provided:
 - a. Either a certificate stating that at least 6 months of fellowship was performed in a EUROSPINE Endorsed Host Training Centre will be required – OR -
 - b. In case that the fellowship was performed in a European non-endorsed centre or a non-European, non-endorsed centre, the applicant will be requested to submit a fellowship report describing how the fellowship was beneficial to his/her training with relevant supporting documentation. Applicants will also need to provide a letter from the Head of unit certifying that the training centre meets the centres qualification described above (art. 2-9).
13. Applications which are complete will be forwarded to the Fellowship Reviewers for their assessment.
14. Applications will be judged based on the relevance of the fellowship to the fellow's training and capacity of the Host Training Centre to provide appropriate education and support to the fellow.
15. Applicants will be informed via email of the decision to validate a fellowship or not.
16. The duration of validating a fellowship from application to confirmation may take 4 weeks.

17. Once the fellowship and both Advanced Course Modules are completed, applicants can request for the Advanced Diplomas online. fee of €100 to cover for the cost of administration, printing and shipping the diploma will be charged.

Fellows' Responsibilities

Fellows are responsible for the organisation of the fellowship including:

18. Contacting the Host of the Fellowship
19. Getting agreement from the Host on:
 - a. The Fellowship dates
 - b. The Fellowship duration
 - c. The Educational Goals
 - d. The Educational Content
 - e. The Educational Methods (e.g. Procedure that will be performed during the Fellowship)
20. Attending the Fellowship
21. Arranging and paying for all travel and accommodations accordingly. Some hospital may

- agree on a paid fellowship, to be agreed between the Host Training Centre and the Fellow.
22. Arrange with the Host all files related to safety and vaccinations valid for the hospital.
 23. Provide a Fellowship report if/when required by EUROSPINE.

Hosts' Responsibilities

24. The Host must agree with the Fellow on
 - a. The Fellowship dates
 - b. The Fellowship duration
 - c. The Fellowship Goals
 - d. The Educational Content
 - e. The Educational Methods (e.g. Procedure that will be performed during the Fellowship)
25. The Host is expected to treat the Fellow as a "Special Guest" and to prepare the staff for his/her arrival.
26. The Host must ensure he/she will be available for the Fellow and that the Fellow will be provided with the necessary assistance.
27. The Host is expected to provide the best educational experience possible for the Fellow.
28. Provide a letter to the Fellow, confirming that the Spine Unit complies with the criteria outlined above.