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**Institution Type:** Please detail whether your organisation is a Deanery, NHS Trust or a Private Provider. If it does not fit within one of these categories, please select ‘Other’ and provide a brief description

**Educational Supervisor:** Please detail the full name of the Educational Supervisor.

**Educational Supervisor Position:** Please detail the position which the Educational Supervisor holds within the organisation.

**Number of Fellowship programmes in the last 5 years:** Please detail how many Fellowship programmes your institution has run over the past five years. If you do not know an exact figure please provide an approximate.

**Training Structure of the institution:** Please provide a description of the training structure of your institution and how the Fellowship is managed within this structure. This should include over-arching details of how the Fellowship is monitored and reviewed. If it would be easier to upload a document to reflect the training structure, please do so.

**Service Requirement of post:** If the post requires the post holder to perform service level work alongside their training, please provide further details.

**On-Call Facility:** Please state whether the Fellowship post offers on-call facility.

**Name of the Fellowship:** Please detail the full title of the Fellowship as it would appear on any course materials or advertising.

**Primary Specialty:** Please specify the primary Specialty that this Fellowship is aimed at. If more than one, please select one and add in further details in the Additional Specialty(s) section.

**Additional Specialty(s):** Please provide details of any additional specialties covered by Fellowship, details of any sub-specialty area, or aspects of medicine outside of surgery.

**Cross-Specialty Collaboration:** Where the Fellowship crosses specialties, please detail what measures have been put in place to ensure effective cross-specialty collaboration during this Fellowship.

**Duration (months):** Please state how long in months the Fellowship is expected to last.

**Centre 1:** Please detail the name of the lead hospital. If the Fellowship rotates between more than one centre then please detail one of the lead centres and provide details of the additional centre(s) in the Centre 2 box.

**Centre 2:** Please detail the name of any additional hospital.

**Workload split between centres:** Pleased detail the split in workload between the centres, e.g 50:50 or 60:40 or 50:30:20).

**Fellowship Created (year):** Please detail in what year the Fellowship was created / first run.

**History of Fellowship post for which accreditation is sought:** Please provide a short statement detailing any revisions to the Fellowship structure, content or delivery, along with any other pertinent information about the Fellowship since the time that it was created.

**Number of previous instances of Fellowship Post:** Please detail the number of times that this Fellowship has run in the past.

**Fellowship type:** Please select which option best describes the Fellowship type; Pre-CCT; Peri CCT; Post CCT. If the Fellowship type does not fit into these categories please select ‘Other’ and provide further information.

**Method of Funding** Please select which option best describes the Method of Funding; MPET; Trust; Charitable; Industry. If the Method of Funding does not fit into these categories please select 'Other' and provide further information

**Rationale/QA page** Please provide statements which detail how your post meets each of the ten criteria of a Fellowship post that are listed on this page. You may write in the free-text box and/or upload a document to support your statement.

**Entry Requirements:** Please detail any pre-requisite knowledge, skills, qualifications, level of entry, or other requirement that without which, attendance on the programme would be denied.

**Detailed Programme Structure (including details on Research, Practical and other activities):** There should be a detailed statement outlining the content, structure and timetabling of the programme. Each topic and subtopic should be given with a reference to any materials/products/technologies etc used by presenter(s)/facilitator(s) to reflect the topic.

**Timetable:** Please upload a copy of the Fellowship programme timetable.

**Learning Aims**

Please list the educational aims of the Fellowship. Aims describe the intent, intellectual challenge and skills development to build upon or complement previous knowledge and give participants a short description of the teaching intentions for the Fellowship. It may be appropriate to use terms such as: provide; develop; enable; assist; and to refer to the learning opportunities that are offered to participants. There should be at least one learning aims.

## *Example 1*

**(Warwick Medical School. Clinical Practice in Lingual Orthodontics).**

To enable students to formulate and implement a safe and predictable treatment programme, involving the identification and application of standard and advanced treatment modalities.

To develop an in-depth understanding of, and the ability to apply, the diagnostic and case management skills essential to the successful management of standard and advanced orthodontic cases.

## *Example 2*

**(The Medical School, University of Birmingham. Cardiovascular Disease Management)**

This module aims to provide accredited certification and validation of competencies for health care professionals involved in cardiovascular prevention and management in the community. The training is aimed at health professionals working in the community required to develop competencies to an advanced level.

**Learning Outcomes**

A Learning Outcome is a statement of what a participant is expected to know, understand and be able to do at the end of a period of learning and of how the learning is to be demonstrated. It is therefore concerned with the achievements of the learner and is a way of communicating clearly what we expect our learners to be able to achieve by the end of the Fellowship. Please list the Fellowship learning outcomes under the following headings: Knowledge and understanding; Practical (Clinical and Technical) Skills; Personal and professional skills.

Knowledge and understanding will detail what knowledge was gained as a result of attending the Fellowship, and how it would be applied. Practical Skills are skills are those which require a clinical or technical element such as surgical skills, dexterity, or an ability to use equipment. Personal and professional skills are skills that are readily transferable to employment in other contexts, such as written and oral communication, working within a team, problem solving, numeracy and IT skills etc. There should be at least two learning aims.

## *Example 1*

**(Warwick Medical School. Clinical Practice in Lingual Orthodontics)**

By the end of the module the student should be able to:

* Demonstrate whole patient care, including the formulation of an initial diagnosis and case assessment.
* Critically evaluate treatment options and discuss these clearly with the patient.
* Formulate a definitive treatment programme supported by clinical data, and relevant written treatment plan
* Effectively implement all stages of the treatment programme
* Understand the legal and ethical principles underlying patient care and treatment.
* Evaluate the outcome of treatment on completion of the treatment programme against the initial stated objective, and develop and implement a future clinical pathway for the long term monitoring and maintenance of the case

## *Example 2*

**(University of Cambridge. School of Clinical Medicine. Cambridge Graduate Course)**

At the end of the ‘Clinical Method’ course, students will be competent in basic clinical method.

They will have met adult patients in hospital and in primary care with a wide range of acute and chronic general medical and surgical problems and will be able to:

* Communicate effectively;
* Take a clinical history;
* Perform a physical examination;
* Document their findings appropriately;
* Show competence in basic practical skill;
* Prepare and discuss a differential diagnosis;
* Suggest appropriate investigations;
* Interpret the results of simple clinical investigations;
* And feel that they have been inducted into the profession.

**Academic Competency to be achieved:** Please detail the academic competencies that will be achieved as a result of having undergone this Fellowship.

**Clinical Competency to be achieved:** Please detail the clinical competencies that will be achieved as a result of having undergone this Fellowship, and the minimum number of operations undertaken at an independent level to achieve clinical competency in the main procedures relevant to the Fellowship.

**Number of main operations the Fellow could expect to be involved in:** please provide a realistic estimate, and include where possible the number of these operations the Fellow might perform independently

**Method of Assessment:** Please detail the range of assessment methods to be employed and the reasons for choice of particular methods (if any). Please also indicate which of the learning outcomes will be measured by which assessment method.

**Job Description:** Please upload a copy of the Fellowship job description. This should include the duties and responsibilities of the Fellowship post-holder.

**Job Plan:** Please upload a copy of the Fellowship job plan.

**Learning Agreement:** Please upload a copy of the Fellowship Learning Agreement.

**Selection Method:** Please detail what process is used to select fellows for the post.

**Conditions of Employment:** Please detail the conditions of employment for this post. This should include any regulations that they post holder will have to comply with.

**Post Salary (per annum):** Please detail the salary that the fellow will earn (per annum).

**Any additional information:** Please provide any additional information that may support your application.