

Guidelines for Educational Fellowship for Practising Physicians

The Physicians' Services Incorporated (PSI) Foundation was established in 1970 by the physicians of Ontario with the original capital of Physicians Services Incorporated, the doctor-sponsored prepaid medical care plan. The Foundation was established with the mission of improving the "health of Ontarians". Physicians from across Ontario remain involved as members of the Foundation's House of Delegates as well as part of the governing board of directors for the Foundation. The Foundation's granting interests are in two areas: education of practising physicians and health research with an emphasis on research relevant to patient care.

Purpose of Educational Fellowships for Practising Physicians

To encourage practising physicians to undertake training to acquire a clinical skill or knowledge currently lacking in the community or to undertake training in research methodology. The Foundation reserves the right to restrict the number of awards approved for physicians practising within the same community, who wish to undertake the same training.

Eligibility

The program is directed at Ontario physicians in established practice, **preferably residing outside of the teaching centre communities**. It is not intended for extended support of a physician undertaking full-time training leading to a degree or specialty. Exception: a Masters of Science course in research methodology will be considered for physicians seeking training in this area.

Both general practitioners and specialists are eligible to apply.

The applicant must have the approval and support of the local medical society or the physicians within their community. The need in the community for the skill to be acquired must be demonstrated to the satisfaction of the Foundation and the letter of endorsement should demonstrate this need. Note: applications for research methodology training do not require a letter of endorsement.

Use of Fellowship Funding

The fellowship will cover the following expenses:

1. course fees
2. return transportation
3. room and board

Preference is given to a training program involving active participation by the applicant rather than mere observation. Training must be undertaken at the closest suitable centre. Funding will not be provided for the physician residing in the same area as where the training will be undertaken.

The applicant must arrange for the Foundation to receive a letter from the institution at which the training will take place confirming acceptance of the applicant and outlining the training program and the tenure thereof.

Where the application of the skill or knowledge requires the use of new equipment, the Foundation requires a letter from the hospital administrator indicating the equipment is installed or on order for early delivery.

Unless otherwise agreed to in writing by the Foundation, a fellowship will not be awarded to any applicant who has or will receive financial assistance for the same training from any other source.

This program does not apply to residency training or sabbatical leave and is not designed to assist physicians taking refresher courses.

How to Apply

Applications will be considered for support of physicians who have undertaken training courses that commenced up to **three months prior to the time the application is considered at a meeting of the Foundation's Grants Committee**. For the meeting dates of the Grants Committee please see below or contact the Foundation at psif@psifoundation.org.

2009 – 2010 Grants Committee Meeting Dates

December 2, 2009

March 2, 2010

June 9, 2010

The application forms are posted on the Foundation website at www.psifoundation.org or by sending an email to psif@psifoundation.org

To be eligible for consideration, applications must contain all requested information in full, including the required signature on the paper/hard copy submitted to the Foundation.

The submission must be sent to the Foundation in two parts:

- Email a file of the complete application package to psif@psifoundation.org

AND

- Mail or courier one paper copy of the complete application package including signature and letter of endorsement to the Foundation's offices as below:

Physicians Services Inc Foundation
5160 Yonge Street, Suite 1006
Toronto, ON M2N 6L9

Telephone: 416.226.6323

Decision Process

All applicants will be notified of the funding decisions within 15 business days of the Grants Committee meeting.

Requirements if Funded

If application is approved, the following are conditions of funding:

- Proof of registration from the program's institution prior to the release of funds
- A written report must be provided to the Foundation within three months of completing the training program.
- Upon completion of the training program, the recipient must intend to return to their practice in their current community
- If training is in research methodology, the research must be conducted in the current community of practice.