

**BAUS Endourology**

**WCE Fellowships**

# Application form and guidance

This form is to be completed for applications to the BAUS Endourology WCE Fellowship Programme. Guidance and instructions on how to complete the form are included within. Please read them carefully before completing the form.

**Each year, up to three awards will be made for the BAUS Endourology WCE Fellowship Programme to the candidates who fulfil the following criteria.**

* Urological higher surgical trainees (in their final year of training) or
* New consultant urological surgeons (within first 2/3 years of appointment)
* BAUS members based in the UK and Ireland wishing to visit units abroad.

Each award will be between £6000 and £8000 to cover salary, travel and accommodation for a clinical visit of 2 months or more.

The maximum award available is **£8000**

A further award may be made each year to an overseas candidate who:

* Is a urology trainee in their final year of training, or
* A new consultant urological surgeon (within first 2/3 years of appointment) and
* Wishes to undertake a clinical visit in a UK department

This award will be between £6000 and £8000 to cover salary, travel and accommodation for a clinical visit, which would usually be of 2 months or more, but may be shorter.

The maximum award available is **£8000**

This is a competitive award, judged by the section of Endourology Executive Committee, whose decision is final.

Awards for visits are awarded once a year. The deadline for submissions is **Friday 4th November**. It is anticipated candidates will be notified of the outcome by the end of November.

Applications should be sent to:

Section of Endourology

British Association of Urological Surgeons Ltd  
35 - 43 Lincoln's Inn Fields  
London, WC2A 3PE

T: 0207 869 6950

E: [pallen@baus.org.uk](mailto:pallen@baus.org.uk)

# About The BAUS Endourology WCE fellowships

The World Congress of Endourology was held in London in 2015, and run and supported by BAUS and its members. As a result of surplus of the meeting, BAUS has committed to making funds available for Fellowships to allow the exchange of endourology skills and knowledge worldwide, both in learning from overseas centres and also allowing colleagues from abroad to observe practice and learn from it in the UK.

Observing colleagues in international centres of excellence helps to bring pioneering techniques and technology to the UK, and enable motivated and like-minded clinicians to discuss their clinical findings in person and see new approaches first-hand.

We therefore encourage applications in the field of endourology, including stone surgery, laparoscopy and robotic surgery. The application must demonstrate specific skills which are to be learnt, and such skills must be achievable and relevant to practice. It should focus on how this clinical visit will impact on your clinical practice and if possible, demonstrate how it will improve patient care.

We would like to invite you to submit an application for an award of up to £8000, for a visit to a unit of your choice which you feel would help your clinical practice. This will be a competitive award, judged by the section of Endourology Executive Committee.

## Selection Procedure

The Endourology Executive Committee will review all applications.

The criteria for review will include:

* An assessment of the centre for the proposed visit.
* The suitability of the candidate will be taken into account i.e. stage of training, career objectives, etc.
* Demonstration of specific skills that are to be learnt, and such skills must be achievable and relevant to practice.
* Impact the fellowship will have on their clinical practice and if possible, demonstrate how it will improve patient care.
* The budget: allowance will be made to cover 2/3 of salary costs for the time of your visit, as long as these costs are not being met elsewhere. There will also be an allowance to cover travel, accommodation and subsistence.

Applicants should be notified of the outcome within six weeks of their submission.

# Your details

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| --- | --- | --- | --- |
| YOUR NAME |  | | |
| YOUR POSITION |  | | |
| YOUR ADDRESS |  | | |
|  | | |
| DAYTIME TEL |  | EMAIL |  |

|  |
| --- |
| NAME/ADDRESS OF THE INSTITUTION WHERE YOU ARE CURRENTLY WORKING |
|  |

# Details of the Unit you wish to visit

Here we need information about the unit you wish to visit and the key contact (host) there with whom you hope to study. Please also outline the reasons for your visit, and why you have chosen this particular unit.

**You will also need to append a signed letter of invitation from your host on their institutional headed paper (scanned copy will suffice).**

|  |  |
| --- | --- |
| NAME OF UNIT |  |
| NAME OF HOST |  |
| UNIT ADDRESS |  |
|  |  |

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| --- | --- |
| PROPOSED VISIT START AND END DATES |  |

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| --- |
| REASONS FOR YOUR VISIT AND WHY THIS UNIT (max 500 words) |
|  |
| BENEFIT TO BE DERIVED: Outline here the benefit you expect to derive from your visit, the benefit to patients and how you foresee changing your practice for the better. (Max 500 words) |
|  |

# Budget

Please provide a clear indication of the expected (or known) travel and accommodation costs for your visit. (BAUS will only pay economy fares for travel). Allowance to cover base salary for up to 2/3 of the length of the visit may also be made, as long as the salary is not being paid by the applicant’s home institution.

NB: Expenses (up to a maximum of £8000) will only be paid upon production of receipts.

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| OUTLINE OF COSTS |
|  |

# Other supporting information

Please ensure you attach the following supporting information to your application**. YOUR APPLICATION WILL NOT BE CONSIDERED WITHOUT THESE.** Scanned copies are acceptable.

* Signed invitation letter from the unit host on their headed paper
* Signed letter of support from your supervisor or head of department, on headed paper (2 sides max)
* A copy of your curriculum vitae (pertinent details only - 2 sides max)

# Declaration & Agreement

I certify that the information herein is true and complete to the best of my knowledge.

If awarded a BAUS Endourology WCE fellowship, I agree to the following conditions:

* That I take up the visit within a 15-month period of the award otherwise the award may be forfeited.
* I will notify BAUS in writing of any change of address or of any change in my status that may affect my ability to take up the Visit.
* That I acknowledge The BAUS Endourology WCE Fellowship programme funding and the Clinical Visit in my CV.
* That I will submit a brief report of my visit to BAUS (max 2 sides A4) within 6 weeks of my return and agree that this may be used in BAUS’ marketing & promotional material.
* That I will submit my expenses and receipts in a timely fashion.

|  |  |  |  |
| --- | --- | --- | --- |
| CANDIDATE |  | | |
|  |  | | |
| SIGNATURE |  | DATE |  |

# 7 Submission Details

You should have enclosed:

This completed Application Form

Supporting letter from unit host

Supporting letter from your Supervisor or Head of Department

Your current curriculum vitae (maximum 2 sides A4)

Signed Declaration and Agreement (section 6)

The applications, and any questions arising, must be sent via email to:

[pallen@baus.org.uk](mailto:pallen@baus.org.uk)