

2024/25 VPMTP Fellowship Funding Opportunities

INTRODUCTION AND ELIGIBILITY

When an Advanced Trainee in Palliative Medicine is nearing the completion of their training, they may wish to extend this by six to twelve months to further their experience. Whilst planning a Fellowship position proposal, it is important that the candidate focus on the area(s) that require further development to consolidate their skills. This will provide the Fellow with further experience as they make the transition from registrar to consultant.

In 2024, the VPMTP is able to offer funding for two Fellowship positions:

- One twelve month Fellowship position to be located at either a Metro or Rural/Regional service - *VPMTP-Funded Fellowship*
- One twelve month Fellowship position to be located at a Rural/Regional service – *VPMTP-Funded Rural/Regional Fellowship*.

Applications based in a Rural/Regional area will be eligible for either funding type.

VPMTP-FUNDED FELLOWSHIP

PLANNING AND PREPARING AN APPLICATION

The development of a fellowship position plan should be based on the professional development needs of the Fellow, not the needs of the service.

The chosen service needs to be of sufficient size and complexity to be able to offer the Fellow the necessary experience and supervision.

To be a consultant, a Fellow needs to be adequately experienced in three following areas:

- Research;
- Education; and
- Management/leadership/governance.

The Fellowship position can be tailored towards **two or three of the above areas** (you do not need to do all three OR include research).

Using the following guidance, your intended fellowship position plan will need to be discussed, developed, and approved by the Service Director and/or another supervisor at your selected service site **before** completing and submitting the Fellowship application. As part of your submission, please **provide a signed letter from your supervisor acknowledging that they believe your position plan is both suitable and achievable in your proposed time-frame**. PLEASE ALLOW SUFFICIENT TIME TO PLAN THIS.

FELLOWSHIP POSITION PLAN

Prepare the fellowship position plan in Word or PDF format, and attach to the application form accessed via the VPMT website. **Structure your fellowship position plan including the following headings:**

1. SERVICE SITE DESCRIPTION

Location and catchment, type of staffing, type of service and services provided.

2. CLINICAL DUTIES AND RESPONSIBILITIES

Describe the plan of your clinical duties and responsibilities – these should not exceed 50% of Fellowship time. Please create a proposed weekly timetable to support your application.

3. AREAS OF PROFESSIONAL DEVELOPMENT

Address the 2-3 areas relevant to your development needs (does not need to include research). Please use a Gantt Chart to support your application.

a) Research Based Experience

Please provide details of your plan to improve your research knowledge and skills. If you are planning a project, choose a topic of interest and develop a research question. Any research project must be completed by the end of your Fellowship term and results included in your final written report. Please give initial details of a project plan/timeline.

b) Education Based Experience

Please provide details of your plan to improve your skills as an educator. Eg, teaching and supervision: students, junior doctors, registrars – journal club, presentations, case studies, etc.

c) Management/Leadership/Governance Based Experience

Please provide details of your plan to improve your experience of management/ leadership/ governance. A consultant should have an adequate understanding of effective leadership and be able to outline the managerial aspects of running a palliative care service.

4. SIGNED LETTER FROM SUPERVISOR

As detailed in the Planning and Preparation section, please include a signed letter of support from your Service Director or nominated supervisor.

INTERVIEW

If successful in securing an interview, applicants must be prepared to give a short ten-minute presentation to the panel to outline and address the objectives of their Fellowship plan. You may choose to use Powerpoint slides to support your presentation.

The applicants need to identify and reflect on their areas of professional development required to work confidently as a specialist, and to demonstrate support from the service director in the developing the fellowship position plan.

This proposed plan will be reviewed and discussed during the interview and is an integral part of the panel's assessment of the application, in addition to the responses to the interview questions.

VPMT-FUNDED RURAL/REGIONAL FELLOWSHIP

PLANNING AND PREPARING AN APPLICATION

VPMT strategic planning has committed to enhancing training opportunities in rural and regional areas within Victoria. The allocation of this Fellowship funding aims to enable a new Fellow (*within 5 years of obtaining FChPM*) the opportunity to develop their specialist skills in an area of need, that aligns with palliative care service development in a rural/regional area.

Interested applicants should approach Service Directors to explore local opportunities to enable a fellowship position plan to be created.

To be a consultant, a Fellow needs to be adequately experienced in three following areas:

- Research;
- Education; and
- Management/leadership/governance/quality improvement.

The Rural/Regional Fellowship position can be tailored towards **two or three of the above areas** with a focus on service development (you do not need to do all three OR include research).

Using the guidance below, the intended Fellowship Position Plan will need to be discussed, developed, and approved by the Service Director and/or another supervisor at your selected service site **before** completing and submitting the Fellowship application. As part of your submission, please **provide a signed letter from your supervisor acknowledging that they believe your position plan is both suitable and achievable in your proposed time-frame**. PLEASE ALLOW SUFFICIENT TIME TO PLAN THIS.

FELLOWSHIP POSITION PLAN

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1. SERVICE SITE DESCRIPTION

Location and catchment, type of staffing, type of service and services provided.

2. CLINICAL DUTIES AND RESPONSIBILITIES

Describe the plan of your clinical duties and responsibilities – these should not exceed 50% of Fellowship time. Please create a proposed weekly timetable to support your application.

3. AREAS OF PROFESSIONAL AND SERVICE DEVELOPMENT

Address the 2-3 areas relevant to your development needs and how they align with palliative care service development in a rural/regional area. This Fellowship does not need to include a research project, but may provide an opportunity for data collection to support the creation of a business plan to be presented back to the service. Please use a Gantt Chart to support your application.

a) **Management/Leadership/Governance/Quality Improvement Based Experience**

Please provide details of your plan to improve your experience of management/ leadership/ governance/ quality improvement. A consultant should have an adequate understanding of effective leadership and be able to outline the managerial aspects

of running a palliative care service.

b) Education Based Experience

Please provide details of your plan to improve your skills as an educator. Eg, teaching and supervision: students, junior doctors, registrars – journal club, presentations, case studies, etc.

c) Research Based Experience

Please provide details of your plan to improve your research knowledge and skills. If you are planning a project, choose a topic of interest and develop a research question. Any research project must be completed by the end of your Fellowship term and results included in your final written report. Please give initial details of a project plan/timeline.

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FELLOWSHIP COMPLETION

At the completion of the Fellowship Term, **a brief written report of approximately 1000 words will be required** that outlines how the Fellow has successfully achieved their goals and objectives for the term, and if any obstacles were encountered.

This should be submitted to the VPMTTP Medical Training Coordinator (vpmttp@svha.org.au) one week prior to the end of the Fellowship term.

The RACP Standards and Criteria for Advanced Training in Palliative Medicine have been considered when developing these guidelines as they form the basis for accreditation of all services.