

APPLICATION GUIDELINES

BRACCO Fellowships 2020

MANAGEMENT FELLOWSHIPS 2 MONTHS – GRANT: € 2.500,00

The aim of the management fellowship is to understand the multi professional organization of radiology departments (roles and responsibilities of the different professionals involved) in any of the following items: to learn workload issues and benefits, to get to know the common tools used to analyse the main key performance indicators, to audit a radiology department, to be able to evaluate professionals, to check for equipment updates and duty cycle, to be aware of the economic issues, and to understand the patients' needs and satisfactions and to be aware of safety concerns.

The fellowships must take place in the first half of each year (January to June). For the year 2020, 2 management fellowships will be available.

1. Eligibility criteria

- These fellowships are aimed at young radiologists, residents in their last years of training or recently board-certified radiologists.
- Fellowships are available for applicants up to the age of 35 years (at the time of application).
- Applicants must be **ESR members** or **Members in training***.
- Applicants must provide all the required documents together with application.

**Candidates from outside Europe can only apply to European Training Centres.*

2. Application deadline

Bracco Fellowships will be offered during the years 2018, 2019 and 2020. The application deadline for 2020 is **September 15th, 2019**.

3. How to apply

All applicants must provide the following documents as a single PDF file and submit them via email to the ESOR office (esor@myesr.org):

1. Application Form and separate sheet with description of project
2. Confirmation letter from the chosen training centre
3. ESOR Curriculum Vitae
4. Motivation letter
5. Two letters of support
6. Checklist

3.1. Application Form and description of project

Applicants are required to submit a completed application form, providing their basic personal data as well as information about the fellowship they would like to obtain and the chosen training centres.

It is required to indicate the topic of interest and to provide in a separate sheet a description of approx. 300 - 500 words of the proposed management fellowship, clearly identifying the topics, objectives and research methods, keeping in mind that the duration of this programme is 2 months, including the desired start and end dates, within the set period (January – June). To download the form (including the checklist) click [here](#).

All application forms must be dated and signed.

Please note that only **one** application per applicant will be considered. If the candidate applies for one of the three Bracco fellowships (clinical, research, or management), he/she cannot apply for the others.

3.2. Confirmation letter from chosen training centre

The applicant shall contact training centres to host him/her, specifying the intended project and dates of training. A template for such letter can be found [here](#).

It is responsibility of the applicant to present at least **one confirmation letters** from a chosen training centre together with the application. The training centre must be outside the applicant's country of residence. Applicants can improve their chances of getting their proposal accepted and the grant awarded if they submit two confirmation letters from different training centres.

3.3. Curriculum Vitae

Each candidate is required to submit the provided ESOR CV. Any application with another CV will not be considered. To download the ESOR CV template click [here](#).

3.4. Motivation letter

A motivation letter describing the interests and competences that have encouraged the applicant to choose that specific topic, has to be submitted. The letter should also include an overview of what the applicant intends to learn and how the BRACCO fellowship programme fits into his/her broader future plans.

3.5. Letters of support

Each applicant is asked to present two support letters coming from different institutions, such as a letter of support by chairman of the department / vice chairman / professor / dean and

a letter of support from another medical/scientific source, not related to his/her department. The letter should address the following areas: suitability of the applicant, importance and feasibility of the proposed project.

3.6. Checklist

Together with the application form the signed checklist has to be submitted. Only complete applications will be forwarded to the evaluation committee.

All documents must be submitted in the above-mentioned order, collated into **one single document in pdf format**. (Application form + separate sheet for description of the project, at least one confirmation letter from a chosen training centre, Curriculum Vitae, Motivation letter, two letters of support, checklist).

4. Evaluation process

After the deadline, all complete applications will be evaluated by the ESOR committee who will consider the candidate, the quality of the project, the potential benefit and impact of the project.

The committee will decide on the candidates and choose the respective training centres.

Successful applicants will receive acceptance letters from the ESOR office by the middle of October.

5. Grant and certification

The candidate will receive the respective grant and a certificate from ESR/ESOR upon completion of the BRACCO fellowship and submission of a final report from the fellow, signed by the head of department of the hosting training centre.

The grant is intended to contribute in part to travel and accommodation expenses during the training period. ESOR cannot guarantee that the grant will cover these costs in full. During the period of the training the fellow is responsible for covering his/her expenses and his/her own health insurance. Kindly note that in order to be eligible for the grant payment, the final report MUST be submitted **within 8 weeks** after the end of the fellowship.