



European Association of Percutaneous Cardiovascular Interventions



RULES and REGULATIONS

for

The European Association of Percutaneous Cardiovascular Interventions (EAPCI)

A registered branch of the ESC

TRAINING GRANTS PROGRAMME 2012

EAPCI Training Grants Programme Updated rules valid from 15 September 2011, Application for period 2012

Purpose of the Training Grant Programme

To provide an opportunity for clinical training in the field of interventional cardiology in an **ESC Member country** other than their own for medical graduates having completed the major part of their cardiology training but before obtaining a "permanent", "senior staff" or "consultant" position.

This programme can be considered as a valorisation of the geographical mobility as well as cultural exchanges and professional practice in the field of cardiology

Training in fields directly related to cardiology may also be considered. The goal of this grant is to help young candidates attain clinical competence and acquire experience of high quality cardiological practice which enable them contribute to improving academic standards upon return to their own country.

Eligibility

Applicants eligible for the Training Grant Programme are those who meet all the below requirements:

- Are citizen or resident for tax purposes of a country which is a regular ESC member (see Appendix I for full details)
- Are medical graduates having completed the major part of their cardiology training but before obtaining a "permanent", "senior staff" or consultant position.
- Are **under 36 years of age at the day of application deadline**
- Are members of the European Association of Percutaneous Cardiovascular Interventions (EAPCI)
- Have an agreement with an host institution (**to be signed upon confirmation of the selection of the candidate** – Refer to Parts D/E of the Application Form)
 - outside their own country
 - which not only offers good training opportunities but is also the most appropriate for the particular training subject.

IMPORTANT: final validation of the application will be subject to visa acceptance (when needed).

NOTE:

- Applicants who are in doubt about their eligibility are advised to contact the EAPCI prior to submitting an application.
- Applicants are advised to read the explanatory notes carefully before submitting an application.

Selection criteria

Criteria for selection include scientific quality of the project, clear evidence of the training the candidate is expecting to receive, scientific publications, qualifications and commitment of the applicant.

Note: it should be noted that the EAPCI Fellowship Committee will award no more than 1 candidate per host centre. In the event that two candidates or more have applied in the same centre and that they are all selected to be awarded an EAPCI training grant, the EAPCI reserves the right to allocate one candidate in the selected centre and ask the remaining one(s) to identify another host centre. The award of the grant will be subject to acceptance from the candidate(s) to look for another centre and the acceptance of the new host centre to welcome and train the candidate(s).

How to apply?

- Download the application forms from EAPCI website
- Submit your completed application forms by 15 January 2012 to the attention of :

**EAPCI c/o Specialty Centre
The European Society of Cardiology
2035 Route des Colles
Les Templiers, B.P. 179
06903 Sophia Antipolis
France**

IMPORTANT:

- Applicants are responsible for ensuring that all the parts (including those, signed by the host institution) are returned to the EAPCI by the normal closing date for applications.
- Applications must be supported in each case by:
 - (I) the head or supervisor of the department or establishment in which the candidate is at present working. The applicant should show the head of department the whole application form with Part A completed, together with these regulations, and ensure that the latter is aware of the closing date; Part B of the form should then be completed and returned to the EAPCI by the head of department.
 - (II) an independent referee of the applicant's choice who is familiar with his/her work but not attached to the current or proposed host department; the referee should complete Part C of the form and return it directly to the EAPCI.
 - (III) the head or supervisor of the proposed host department who should complete Part D of the form and return it directly to the EAPCI.
 - (IV) an appropriate administrative authority (e.g. finance officer, registrar, bursar, secretary) of the proposed host institution who should complete Part E of the form in time for it to be submitted to the EAPCI by the applicant with Part A of the form

Tenure/Period of support

- The grant covers a period of 12 months. Grants for shorter periods will not be considered.
- The training period must start after completion of the whole application process (after receiving formal confirmation from the EAPCI). If necessary, the length of the training period may be extended, in which case the host institution will bear the costs.
- The grant programme must start before the end of the calendar year 2012

Level of support

The Grant recipient will receive a sum of **25,000€** to cover his/her living expenses. An agreement will be signed between the Host Institution and the grant recipient. The convention / agreement should specify the status of the grant recipient during the period spent in the host institution.

If for any reason the grant recipient has to stop his/her training period, the refund of the grant may be required pro rata.

NOTES ON APPLYING FOR TRAINING GRANTS

1. Applications received after the closing date will not be accepted unless postmarked before 15 January 2012. As the signatures on each of the parts of the application are key parts of the application, applications will not be accepted via fax or e-mail.
2. Candidates are requested to carefully read and make sure they understand the Rules for EAPCI Training Grants Programme. Submission of an application will be taken to imply acceptance of all the conditions. Any application which is not in accordance with these rules will not be considered.
3. Applications will be submitted to the EAPCI Fellowship Committee for consideration as received by the office; applicants are therefore urged not to submit incomplete forms and to arrange for the forms **to be completed in clear typescript** to ensure good quality reproduction. Incomplete or illegible forms will be rejected.
4. Applications must conform to the pre-defined layout and provide the necessary information within the space(s) provided in the form; only in exceptional cases additional sheets may be accepted (e.g. list of publications), so make a careful selection of your documentation.
5. Part A and the candidate's name box on Parts B and E should be completed by the applicant. Candidates are asked to note that it remains their responsibility to pass on Parts B and E of the application form to the responsible persons. The candidate himself has to ensure that these parts are addressed to the EAPCI as indicated in Paragraph 1. Failure to return the parts before the closing date will be considered as incomplete application and as such the entire application will be rejected.
6. Part A Section 10. Please indicate the term of your current appointment.
7. Part A Section 12. It is essential to include all pertinent publications.
8. Part A Section 13. Candidates are advised to seek out a centre in another ESC Member country. This centre should not only offer good training opportunities but is also the most appropriate for the particular training they wish to undertake. Applications within the same country (candidate and host institution) will be rejected. Commitment at the proposed host centre indicated in Parts D and E is essential and the proposal for the period covered by the grant has to be carefully prepared in collaboration with the proposed supervisor whose name is given in part D. **EAPCI Training Grants are not meant to provide extension for a stay in a foreign country for those scientists who are already doing training there supported by another grant.**
9. Grant recipients whose projects require the use of radioactive substances in man should enclose evidence that the necessary approval has been sought/obtained (see paragraph 3.2 of the regulations).
10. Applicants are required to clarify with the head or supervisor of the proposed host centre the language requirements needed for training and should provide evidence that they are fluent enough in the language(s) needed.

11. Part A Section 16. All applicants are asked to complete this section of the form. The referee should be an external examiner for a higher degree or another person outside the departments listed in section 3 and 4.
12. Scientifically-qualified candidates who have not yet obtained their doctorate must have submitted a thesis before taking up a grant.
13. Part A Section 23. If an applicant has ever had any serious illness which will hinder his or her future clinical career, he or she is asked to liaise with the host institution which is responsible for the candidate and inform the EAPCI. ***This information may be sent separately addressed to the Chairman of the EAPCI Fellowship Committee.*** Refer to section "Level of support" regarding financial provision.
14. Re-application
A candidate having submitted an application and not selected is entitled to re-apply the following years. This new application will be judged on an equal basis with other new applications. However, under no circumstances will a candidate having been awarded a grant by the ESC or one of its Associations be considered for a second grant in the future.

EAPCI TRAINING GRANTS PROGRAMME

CONDITIONS AND REGULATIONS

Part 1 - Scope of the Programme

Part 2 - Standard regulations

Part 3 - Special regulations

Appendix I - Residence eligibility regulations

PART 1. SCOPE OF THE PROGRAMME

1.1 Legal and financial provisions

- **The Training grant is made under the legal and scientific responsibility of the host institution.**
- **The Training Grant provides financial support of 25,000 Euros per annum to the grant recipient** in connection with the agreement to be arranged with the selected centre (host institution).
- **Grant recipients are urged to discuss the cost of their proposed programme of work with the host department** so as to ensure that the department is in a position:
 - To set up a contract (employment, training...) with the recipient **and**
 - To meet any expenditure exceeding this amount.

The head of the department will be expected to confirm this on Part D /E of the application form.

1.2 Selection of the Training centre

- Training periods may be held in a suitable university hospital or similar institution within a country, which is a regular ESC member Country.
- Applications for Training Grants are made on the understanding that the host institution, the supervisor and the grant recipient agree to accept the regulations relating to the programme. Obtaining signed approval of the host institution representatives is the key task for the candidate before he submits the application to the EAPCI.
- The EAPCI intends the programme to be operated flexibly and to waive any rule, subject to the need to ensure that the funds are properly expended.
- The EAPCI is unable to provide assistance with transfer or household removal expenses incurred by grant recipients on taking up a grant.
- Persons benefiting from the recognition of professional qualifications shall have knowledge of languages necessary for practicing the profession in the host Member State (Directive 2005/36/EC of The European Parliament and of The Council of 7 September 2005 on the recognition of professional qualifications). The official language of the EAPCI Training & Research grant programme is English and all official documents must be submitted in English.

1.3 Subject of training period

- Proposals must obviously result from discussion between applicant and supervisor but the applicant should submit personally composed proposals for training.
- The application form has been designed to make it clear that the head of the proposed department is willing to receive the candidate and provide the necessary facilities.

PART 2. STANDARD REGULATIONS

2.1 Status of grant recipients

A grant under these regulations will normally be administered through the medium of a convention/agreement for the period of the grant, entered into between the grant recipient and the host institution.

2.2 Insurance and tax

- The applicant is responsible for the set-up of his own personal and professional insurance and for compliance with taxation rules according to the local fiscal regulations
- The receiving institution is responsible for the set up of the legal framework of the trainee in accordance of the local regulations
- The receiving institution is responsible for ensuring that the candidate complies with the immigration requirements and if necessary with the local work legislation
- The host institution will be requested to provide a statement to the EAPCI confirming the compliance of the candidate with the above regulations as well as a certificate of presence of the candidate in the centre

2.3 Conditions

2.3.1 Restrictions

- It will be a condition of any grant that grant recipients do not engage in private practice for personal gain.
- The Training grant is intended to be awarded for full time training.

2.3.2 Sick leave

Grant recipients will be subject to the normal conditions of service of the host institution so far as sick leave is concerned, but the EAPCI should be notified if a grant recipient is likely to be away through illness **for more than a month**.

2.3.3 Honorary clinical contracts

- Medically qualified grant recipients who undertake, as part of their fellowship programme, work concerned with the care of patients are reminded that they should be in possession of an honorary clinical contract from the appropriate health authority.
- Responsibility for seeking such a contract will lie with the head of the department in which the grant recipient is working, following the usual practice of the local Medical School

2.3.4 Local regulations

Grant recipients will be subject to the terms of employment of their host institution.

2.4 Change of project or supervisor

Any changes in a grant recipient's training programme or supervisor from those originally approved the EAPCI will require the EAPCI's prior consent.

2.5 Final report

Grant winners are required to submit a final report (in English) at the end of the training period on the work undertaken and to inform the EAPCI of their proposed appointment upon conclusion of the training period. Grant winners are encouraged to take this opportunity to put forward any comments they may have on the Training Fellowship Programme. The report must be sent to the EAPCI (same address as for the application) within one month of completing the training period signed by both, the grant winner and the training centre.

2.6 Publications

The results of a grant recipient's project may be published in the usual way at the discretion of the supervisor or head of department but this is highly recommended that the final results are submitted for publication to the European Heart Journal or EuroIntervention Journal. The EAPCI expects that the grant will be acknowledged in any publication dealing with the work carried out during the tenure of a Research Grant. **One off-print of each publication should be sent to the EAPCI.**

2.7 Intellectual property

All copyright in any publications, presentations or educational materials which embody the data and the results of the training shall be jointly owned by the EAPCI, the host institution and the grant recipient.

PART 3. SPECIAL REGULATIONS

Human subjects

3.1 Local Ethical Committee approval is required for research that includes clinical trials and/or involves human subjects (whether patients or normal), and appropriate evidence of such approval must be incorporated in the application. The EAPCI expects all such work to be undertaken in accordance with the highest standards.

3.2 Regulations concerning the control of experiments will be those existing in the local institution. This applies to medical records, radioactivity, use of human materials, genetic manipulations, animal experiments and licenses for appropriate procedures.

Appendix 1

RESIDENCE ELIGIBILITY FOR EAPCI TRAINING GRANTS

1. These rules will apply to any grant provided by the EAPCI.
2. Subject to the following provisions of these rules, a candidate must at the date of application for an award:
 - (a) be citizen for tax purposes in an ESC country.
 - (b) have been resident for tax purposes in such a country for a period of 3 years immediately preceding the date of application.
3. Any candidate who is the child of a national of an ESC country will be eligible for a grant if at the date of application:
 - (a) he is resident for tax purposes in an ESC Member country or
 - (b) his/her parent, being such a national, has been resident for tax purposes in an ESC member country for 1 year during the period of 3 years immediately preceding the date of application
4. For the purpose of these rules:
 - (a) A candidate who has been resident in an ESC Member Country or
 - (b) A period of residence for tax purposes will not be treated as being interrupted by an absence which is caused:
 - (I) by the temporary employment abroad of the candidate, his spouse or his parents, or
 - (II) the temporary full-time education abroad of the candidate or his spouse.

Note – List of ESC Member Countries

<http://www.escardio.org/MEMBERSHIP/NATIONAL-SOCIETIES/Pages/welcome.aspx>