

RULES for the

EUROPEAN HEART RHYTHM ASSOCIATION (EHRA)

(a Branch of the ESC)

EHRA OBSERVATIONAL TRAINING PROGRAMME

EHRA OBSERVATIONAL TRAINING PROGRAMME - Rules valid for the application period starting on January 2024 – March 2025

The EHRA invites you to apply for the EHRA Observational Training Programme.

Purpose of the EHRA Observational Training Programme (EOTP)

To provide an opportunity for clinical observation in the field of Electrophysiology and Cardiac Pacing in an ESC member country, the EOTP programme can be considered as a valorisation of the geographical mobility as well as cultural exchange and professional practice in these fields. The length of the stay will be from 2 to 3 weeks.

The goal of this grant is to help electrophysiologists transfer state-of-the-art techniques, strategies, clinical and procedural standards to their home institutions through personal observation of expert electrophysiologists in selected EHRA-recognized training centres (ERTC).

Scope of the programme

The EOTP has been designed for physicians with EXPERIENCE in the field of cardiac arrhythmology and basic interventional electrophysiology. The fellow will gain advanced theoretical knowledge in different clinical and interventional settings, including innovative EP / CP techniques and procedures as:

- advanced ablation strategies for the treatment of complex atrial and ventricular arrhythmias (i.e. 3D methods of mapping and image integration; novel energy-sources for AFib ablation; ethanol ablation; VT ablation: epicardial procedures and difficult targets);
- novel techniques of implant (i.e.: complex CRT procedures, conduction system pacing, leadless-device implants, S-ICD) and of lead extraction;
- new scenarios in interventional rhythmology (i.e. LAA Closure, Robotic Navigation, Zero-Fluoroscopy procedures).

An effective interaction between the Fellow and the Teaching Centre is supposed to represent the first step to promote further clinical and scientific cooperation among Centres and to favour continuous development and exchange of knowledge and ideas.

Eligibility

Applicants eligible for the grant are those who:

- Are citizen or permanent resident of a country which is a [ESC member country](#)
- Medical graduates having completed their cardiology training and basic electrophysiology training
- Are EHRA members at the time of the application (mandatory), and at the time they take the grant
- Have specific needs to observe specific techniques/procedures
- Speak English fluently or the official national language of the host institution/centre.

NOTE:

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

Selection Criteria

- Basic theoretical and practical experience in diagnostic EP studies (at least one year); candidate shall have performed at least 50 catheter ablation of simple arrhythmias and/or implanted 50 pacemakers and/or ICDs as first operator
- Previous training and experience in clinical cardiology and electrophysiology (part A of application)
- Personal project and career intention
- Scientific engagement and peer-reviewed publications with EP/CP topics is preferred
- The committee will balance for applicants from emerging countries or regions where EP is still under-developed.
- The committee will appreciate gender balance for selection process.

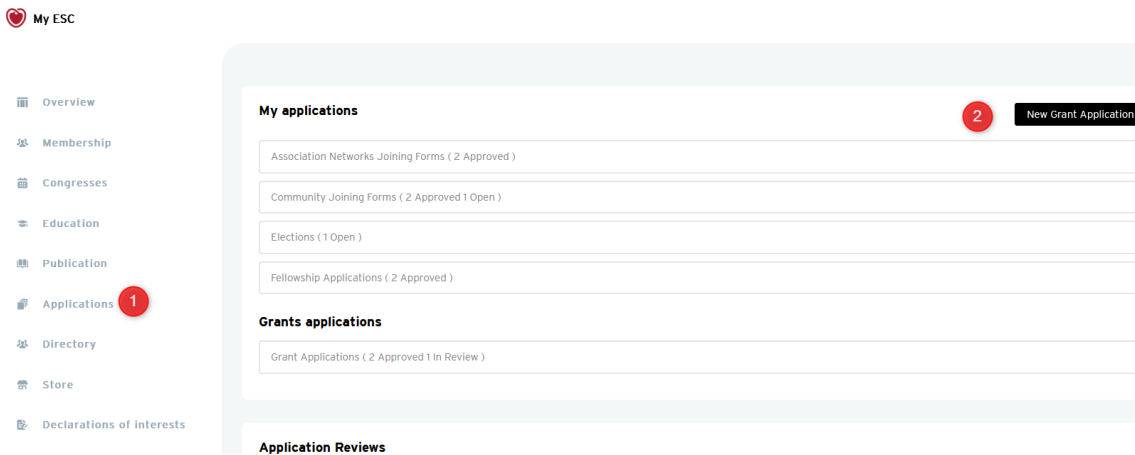
The applicant needs to have preliminary contact with one centre to apply to this programme. The list of centres can be found under the ERTC list [here](#)

How to apply?

Candidates are requested to check the ERTC website in order to find a centre and arrange the venue:

<https://www.escardio.org/Education/Career-Development/Accreditation/EHRA-Recognised-Training-Centres>

1. Access the online application form please log in to your "My ESC" account from the website:
<https://www.escardio.org/>
- Once you are logged in, go to 'Applications' and select "New Application":



The screenshot shows the 'My ESC' user interface. On the left is a navigation menu with items: Overview, Membership, Congresses, Education, Publication, Applications (highlighted with a red circle containing '1'), Directory, Store, and Declarations of Interests. The main content area is titled 'My applications' and features a 'New Grant Application' button with a red circle containing '2'. Below this, there are several application categories: Association Networks Joining Forms (2 Approved), Community Joining Forms (2 Approved 1 Open), Elections (1 Open), Fellowship Applications (2 Approved), and Grants applications (Grant Applications (2 Approved 1 In Review)). At the bottom, there is a section for 'Application Reviews'.

DEADLINE FOR APPLICATION 15 November 2023

IMPORTANT :

- The applicant will be required to apply through the online application form. The online application process is divided into 4 parts:
 - Part A: main application form to be filled in by the applicant
 - Part B (downloadable on the website): application form to be filled in by the current Head of department or supervisor of the applicant
 - Part C (downloadable on the website): application form to be filled in by the Referee
 - Part D (downloadable on the website): must be completed by the administrative officer (e.g. Finance Officer, Registrar, Bursar, Secretary, Director) of the proposed host institution/centre.

- Parts B & C & D, once filled in, need to be uploaded in the main online application form (Part A) by the applicant.
- Other documents (CV, publications lists and career intentions) need to be uploaded too for the application to be complete before submission.
- Applicants are strongly encouraged to save their documents in PDF before uploading them online.
- Applications must be done via the online form exclusively. Applications by email or paper will not be accepted.

Tenure

2 to 4 weeks EHRA observational training programme.

The training period must start after completion of the whole application process (after receiving formal confirmation from the ESC/ Association). If necessary, the length of the training period may be extended, in which case the host institution will bear the costs.

Fellows will have to **start the training programme before 31 March 2025**.

Level of support

Fellows will receive for their living expenses a sum of 500€ for each week of observation, minimum 2 weeks, maximum 3 weeks. The fellow will also receive up to 500€ to cover his flight expenses (upon expense claim).

The amount will be paid after the completion of the programme (including the final report).

Accepted Centres will benefit from 1 EHRA member entrance congress badge to EHRA 2024 for every fellow welcomed to their centre (maximum 5 EHRA Members entrance congress badges per centre).

NOTES ON APPLYING FOR EHRA OBSERVATIONAL TRAINING PROGRAMME

1. Candidates are requested to carefully read and make sure they understand the Rules for EOTP. 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.
2. Applications will be submitted for consideration exactly as received by the office. Applicants are therefore urged not to submit incomplete forms and take the responsibility that they may be rejected.
3. 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.
4. Part A and the candidate's name box on Parts B, C and D should be completed by the applicant. Candidates are asked to note that it remains their responsibility to pass on Parts B, C and D of the application form to the responsible persons. Failure to return the parts before the closing date will be considered as incomplete application and as such the entire application will be rejected.
5. In part A of the application form: please indicate the term of your current appointment.
6. It is essential to include all pertinent publications.
7. **The Selection Committee will select individual candidates according to the selection criteria and available funds.** The decision of the Committee is final and undisputable. The committee will appreciate gender balance for selection process, in case of same scoring, the priority will be given to women)
8. Re-application: a “past grant” holder can re-apply for a grant in the following year. However, in case of same scoring, the priority will be given to the “first time” applicant.

EHRA OBSERVATIONAL TRAINING PROGRAMME

CONDITIONS AND REGULATIONS

- Part 1 - Scope of the EHRA observational training Programme
- Part 2 - Standard regulations
- Part 3 - Special regulations
- Appendix I - Residence eligibility regulations

PART 1.

SCOPE OF THE EHRA OBSERVATIONAL TRAINING PROGRAMME

1.1 Legal and financial provisions

- The EOTP is made under the legal and scientific responsibility of the host institution.
- The EOTP provides financial support of 500€ for each week of observation, maximum 4 weeks
- The fellow will also receive up to 500€ to cover his flight expenses (upon expense claim).

In connection with the agreement to be arranged between the candidate and the selected centre (host institution)

- The fellow is responsible to organise his/her flight/accommodation/visa to visit the centre

1.2 The official language of the EHRA programme is English and all official documents must be submitted in **English**.

1.3 Subject of training period

- 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 fellows

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 the local work legislation.

2.3 Conditions

2.3.1 Restrictions

- It will be a condition of any grant that fellows do not engage in private practice for personal gain.
- The training grant is intended for full time training in the scope covered by the grant.
- In case of renunciation of the training period due to major force (illness...), the grant would be lost.

2.3.4 Local regulations

- Fellows will be subject to the terms of employment of their host institution.
- All paperworks (visa, language certificate...) should be completed within 4 months after accepting the grant otherwise the grant will be allocate to another person.

2.5 Duties

- **Certification examination**

Fellows are encouraged to sit the EHRA Certification exam in EP or CP at the end of the programme.

- **Final report**

Fellows and the host institution are required to fill and submit short reports (in English) before the end of the Training period covered by the grant:

1. The final report of fellow (one A4 page maximum) submitted, at the end of the training period, aims at describing the work undertaken and informing EHRA 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 Programme. The report must be sent to the EHRA office at the end of the EOTP.

2.7 Intellectual property and ESC Privacy and Data Security Policy

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 ESC/Association, the host institution and the fellows. Acknowledgment of the grant will be stated in all these materials.

The ESC complies with the General Data Protection Regulation (GDPR) 2016/679 and the data protection laws in France, and takes all reasonable care to prevent any unauthorised access to your personal data. Please refer to www.escardio.org/privacy

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. EHRA 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 I

RESIDENCE ELIGIBILITY FOR EHRA OBSERVATIONAL TRAINING PROGRAMME

1. These rules apply to a grant provided by the ESC or one of its Associations.
2. Subject to the following provisions of these rules a candidate must at the date of application for a grant:
 - (a) be resident for tax purposes in an ESC member country.
 - (b) has 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 Member country will be eligible for a grant if at the date of application:
 - (a) he is resident for tax purposes in ESC member country
 - or
 - (b) his 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 fully or mainly for the purposes of receiving full-time education (even if not resident for tax purposes) will be considered as eligible.
 - (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 <https://www.escardio.org/The-ESC/Member-National-Cardiac-Societies>
