1. PURPOSE AND SCOPE

This policy governs the awarding of the Academy of Surgical Educators Surgical Education Research Scholarship. It covers the application and selection criteria as well as the duration, value, frequency and conditions of the scholarship.

2. KEYWORDS

Academy of Surgical Educators, Surgical Education, Research, Scholarship, Award.

3. BODY OF POLICY

3.1. Background

The Academy of Surgical Educators Surgical Education Research Scholarship has been established to encourage surgeons to conduct research into the efficacy of existing surgical education or innovation of new surgical education practices.

This Scholarship is governed under the auspices of the Royal Australasian College of Surgeons’ Professional Development and Standards Board (PDSB) through the Academy of Surgical Educators (ASE). The ASE Surgical Education Research Scholarship Selection Committee (Selection Committee) has been convened to oversee the implementation of the Scholarship.

3.2. Eligibility Criteria

Applications of the Scholarship are open to Fellows, Surgical Trainees and International Medical Graduates (IMGs) of the Royal Australasian RACS of Surgeons.

Applicants to surgical training are also eligible to apply for a scholarship in anticipation of their acceptance into the SET Program. They must be accepted into the SET Program by 1 August in the year prior to the commencement of the scholarship in order to take up the award.

All Scholarships are conditional upon the applicant being a permanent resident or citizen of Australia or New Zealand.

Applicants are eligible for a maximum of four years of RACS research scholarship funding. This can be made up of multiple RACS research scholarships and does not have to be taken consecutively.

3.3. Selection Criteria

The Scholarship will be awarded on the basis of the applicant’s expected contribution to the body of knowledge in surgical education in Australia and New Zealand.

Applicants must provide and will be assessed on the following:

3.3.1. Curriculum vitae and two referees’ reports.

3.3.2. Details of the approximate cost of their proposed program in order to establish that the Scholarship will be appropriately expended.

3.3.3. A statement that summarises their personal experience in obtaining and delivering surgical education research projects and the anticipated future contribution they will make to surgical education in Australia and New Zealand.
3.3.4. The Selection Committee will consist of three members comprising the Chair of the Academy of Surgical Educators, the Chair of the Professional Development and Standards Board, and the College Dean of Education.

3.4. **Value of the Scholarship**

The scholarship is awarded at $10K.

3.5. **Duration of the Scholarship**

The Scholarship is for a period of twelve months.

3.6. **Frequency of the Scholarship**

One Scholarship is to be awarded annually, subject to availability of funding and provided there are worthy applicants.

3.7. **Conditions of the Scholarship**

3.7.1. **Research Program**

The following conditions are based on information supplied at the point of application on which scholars’ applications were assessed and approved. Any changes from those originally approved by the RACS will require their prior consent. To obtain this consent, scholars are required to complete an amendment form available from the RACS.

a. Scholars must undertake the research study as approved by the RACS for the award

b. Written confirmation that he/she is willing to accept the role of supervisor of the named research study is required from the proposed supervisor.

c. Preference will be given to scholars who will undertake the research study at an approved institute in Australia or New Zealand. However, consideration will be given to scholars who wish to undertake all or a proportion of their research in an overseas institution. In these cases scholars must submit a strong justification in their application and supply the names of two supervisors. One intended supervisor of their research must be situated in an approved institute in Australia or New Zealand. Written approval from the intended Head of Department where the research is planned to be conducted overseas is also required.

3.7.2. **Financial Arrangements**

a. It is recommended that the scholar refer to his/her financial or taxation advisor to ascertain the taxability of the award. General information about whether scholarships are exempt from income tax is available on the RACS Scholarship website. Please go to [www.surgeons.org/scholarships](http://www.surgeons.org/scholarships/) and proceed to the FAQ section.

b. The scholarship will be paid to the scholar directly upon receipt of a valid tax invoice. Payment of the annual value of the award will be made in one instalment prior to 1 March in the given year.

3.7.3. **Additional Scholarship/Fellowships/Awards**

Scholars may not hold two RACS Scholarships simultaneously.
3.7.4. Reporting
   
a. The payment of the scholarship is conditional upon the recipient providing the RACS with a written report and an article for publication in *Surgical News*. The report will be requested during December in the given year for submission by a specified date in January the following year. If the above mentioned report is not received, the recipient will be ineligible for any further financial assistance from the RACS and may be required, at the discretion of the RACS, to refund the value of the award. A copy of the report will be forwarded to the Academy of Surgical Educator’s Committee.

b. Scholars are required to submit the results of their research to a peer-reviewed journal eg. ANZ Journal of Surgery or other as applicable.

c. Scholars are required to submit their research for presentation during the Surgical Education Stream at the Annual Scientific Congress, during the scholarship period or within 12 months after the end of the scholarship period.

d. Scholars are required to complete two Scholarship Evaluation Surveys. The first will be requested upon completion of the award. The second will be requested five years after completion of the award.

3.7.5. Ethics Approval

The RACS must receive documentary evidence where applicable of ethical approval from the Ethics Committee of the Institution concerned to confirm that the project conforms to the general principles set out in the NH&MRC “Statement on Human Experimentation” and/or the “Australian Code of Practice for the Care and Use of Animals for Scientific Purposes”.

3.7.6. Reapplication for the Scholarship

Applicants can only receive the Academy of Surgical Educators Surgical Education Research Scholarship once. Unsuccessful applicants can reapply in subsequent years through the normal application channels and observing the advertised application deadlines and formats in competition with all applications, until they are successful.

3.7.7. Acknowledgements

The Academy of Surgical Educators is to be acknowledged in any relevant correspondence, public announcement, advertising, publication or other material relating to the award. The ASE logo must be included in all presentations relating to the Scholarship, including those made at the ASC.

Recipients are required to speak at ASE events when invited.

3.7.8. Publications and Patents

The RACS must be notified of any publications as soon as practicable after acceptance by the journal, or patents arising from the award together with the results of any research that is to be commercially developed.
3.7.9. Privacy
The RACS takes reasonable steps to protect the information it holds from misuse or loss and from unauthorized access, modification or disclosure. The scholar has the right to access his or her personal information and to have it corrected if inaccurate, incomplete or out of date.

3.7.10. Termination of the Scholarship
The RACS may, at its discretion, for what is considered grave cause, suspend the tenure of the scholarship for such time as is thought fit, or deprive a scholar of his/her scholarship. From the date of either of these decisions, the entitlement shall cease.

Upon termination, monies already paid, and not duly expended, shall be refunded to the Education Scholarship Corpus.

3.7.11. Timing of Award
The commencement date for awards is 1 February each year.

3.7.12. Acceptance of Offer
The scholar, their Head of Department and a representative of their administering institution must sign the Acceptance Form as acknowledgement of the above conditions and approved surgical education research project and return it to the RACS prior to commencement of the scholarship.

3.8. Access
This policy may be accessed by the general public, RACS and staff.

3.9. Communication
Scholarship recipients will be notified of the policy or any changes to the policy that impact them by email. Other stakeholders are encouraged to check the RACS website on a regular basis to keep up to date with policy changes.

3.10. Administering Committee
The Board of Surgical Research administers the scholarship.

4. ASSOCIATED DOCUMENTS
PRC: Research Scholarships - General
FRM: College Research Scholarships, Fellowships and Grants Application

Approver
Professional Development and Standards Board

Authoriser
Council