1. PURPOSE AND SCOPE

This policy governs the awarding of the Francis and Phyllis Mary Thornell-Shore Memorial Trust for Medical Research Scholarship. It covers the application and selection criteria as well as the duration, value, frequency and conditions of the scholarship.

2. KEYWORDS

Scholarship, Francis, Phyllis, Thornell, Shore, Memorial, award, research

3. BODY OF POLICY

3.1. Background

The Francis and Phyllis Mary Thornell-Shore Memorial Trust for Medical Research Scholarship was established in recognition of Mr and Mrs Thornell-Shore, who left the bulk of their estate for the establishment of a trust to promote medical research.

3.2. Eligibility Criteria

Applications for this award are open to RACS Fellows and SET Trainees. Applicants must be a permanent resident or citizen of Australia or New Zealand, or an International Medical Graduate accepted into RACS as a Trainee.

Applicants must be enrolled in or intending to enrol in a higher degree.

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 prior to the commencement of the scholarship in order to take it up.

3.3. Selection Criteria

The successful recipient will be chosen on the basis of his/her written application, Curriculum Vitae (CV), supporting references and subsequent interview, if applicable.

Applicants will be short-listed for interview based upon the candidate’s academic record, postgraduate training, research experience, publication history, the experience of the supervisor and reputation of the institution where the research is to be undertaken. These criteria will be assessed from information provided in the application, supporting references and accompanying CV.

Short-listed applicants will be interviewed by a panel comprised of the Chair of the Australia and New Zealand Scholarship and Grant Committee (ANZSGC) and two other Committee members. Assessment will be based upon the applicant’s understanding of the research project as evidenced by their explanation of the project and ability to address questions from the panel. The applicant will also be assessed on their initiative in attempting to source other funding.

3.4. Value of the Scholarship

The value of the scholarship is in Australian dollars. Prospective applicants should refer to the RACS website www.surgeons.org/scholarships for information on the current value of the scholarship. The scholarship consists of a stipend plus departmental maintenance.
3.5. Funding Source

The award is funded from income revenue derived from the Francis and Phyllis Mary Thornell-Shore Memorial Trust for Medical Research corpus under the Foundation for Surgery.

3.6. Duration of the Scholarship

The scholarship is of 12 months duration.

3.7. Frequency of the Scholarship

The scholarship will be awarded annually subject to availability of funding and providing there is a worthy applicant.

3.8. Conditions of the Scholarship

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

3.8.1. Research Program

a) Scholars must be enrolled in the higher degree as approved by RACS for the duration of their scholarship.

b) Scholars must undertake the research study as approved by RACS for the scholarship.

c) The completion of the reference from the proposed supervisor is considered certification that he/she is willing to accept the role of supervisor of the named research study.

d) SET Trainees must confirm the support of their Training Board in writing.

e) 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 applicants 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.

3.8.2. Employment Provisions

In Australia and New Zealand scholars may engage in professional work for additional remuneration for up to an average of 20% of each working week, provided that:

a) The work carried out under this entitlement is related to the broad area of his/her research activities;

b) The additional work is undertaken with the permission of the scholar’s supervisor and employing institution. Clinical sessional work, teaching
and consulting are all categories of work for which permission could be sought.

3.8.3. Financial Arrangements

a) It is recommended that the recipient refers to a financial or taxation advisor to ascertain the taxability of the scholarship. General information about whether scholarships/fellowships are exempt from income tax is available on the RACS website. Please go to www.surgeons.org/scholarships/ and proceed to the FAQ section.

b) The award will be paid to the appointed administering institution on behalf of the scholar.

c) The award will be paid on receipt of a valid tax invoice provided by the administering institution.

d) Payment of the annual value of the award will be prior to 1 March in the given year.

e) The control of the expenditure will be governed by the normal policies and procedures of the administering institution.

f) Where applicable, scholars are required to procure 25% of the value of their award from their research department (of both stipend and departmental maintenance). This condition will be waived if the scholar receives additional research funding to the value of, or greater than, 25% of the value of their award. (Additional funding would have to include a salary component to offset the research department's responsibility for paying 25% of the scholar's stipend).

3.8.4. Additional Scholarships/Fellowships/Awards

a) A RACS award recipient may hold external awards simultaneously with the RACS award being adjusted to cover the shortfall between the RACS award and the external award.

b) In the event that an additional award is received for the same activity, any overpayment of the eligible RACS award, given the adjustment, will be reimbursed by the scholar.

c) A scholar must notify RACS immediately on receipt of an award other than the RACS award.

d) Scholars may not hold two RACS awards simultaneously.

3.8.5. Reporting

a) The scholar must provide RACS with two reports in the requested format on the activities and research undertaken. This first will be requested in June for submission by a specified date in July and the second report will be requested during December for submission by a specified date in January.

b) If these reports are not received the recipient will be ineligible for any further financial assistance from RACS and may be required at the discretion of RACS to refund the award.

c) Where applicable, the supervisor of the recipient will also be requested to report on the progress of the recipient at these times.
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<tr>
<th>Division: Research, Audit and Academic Surgery</th>
<th>Department: Research and Scholarships</th>
<th>Title: Francis and Phyllis Mary Thornell-Shore Memorial Trust for Medical Research Scholarship</th>
<th>Ref. No.</th>
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d) Copies of the reports will be sent to ANZSGC and any benefactor/sponsor if appropriate. ANZSGC reports recommendations, findings and outcomes to the Scholarship Monitoring and Evaluation Committee which oversees the evaluation of the ANZ Scholarship and Grant Program.

e) Scholars should submit the results of their research to a peer reviewed journal such as the ANZ Journal of Surgery.

f) Scholars are required to present their research at the annual meeting of the Surgical Research Society of Australasia (SRS), at least once, during the scholarship period or within 12 months after the end of the scholarship period.

g) Upon request scholars must make themselves available to prepare an article for publishing in Surgical News on the completion of their award.

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

3.8.6. Ethics Approval

RACS must receive documentary evidence where applicable of ethical approval from the Ethics Committee of the Institution concerned to approve 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”.

3.8.7. Timing of Scholarship

The commencement date for the scholarship is 1 January each year.

3.8.8. Part Time Research

This scholarship is available on a part-time basis. Part-time is defined as half the usual research hours worked by a research scholar. Part–time scholarships are restricted to scholars wishing to undertake research only. Scholarships will not be offered on this basis for scholars to concurrently undertake research and clinical loads. Refer to the Part-time Research Scholarships policy for further details.

3.8.9. Reapplication for the Scholarship

3.8.10. Previous recipients are eligible to re-apply in subsequent years through the normal application channels and observing the advertised application deadlines and formats in competition with all applications. Unsuccessful applicants can reapply in subsequent years while eligible, until they are successful. Scholars who seek support beyond one year are also encouraged to apply for similar scholarships awarded by external bodies.

3.8.11. Acknowledgements

a) RACS and the Foundation for Surgery must be acknowledged in any relevant correspondence, public announcement, advertising, publication, presentation or other material relating to the award.
b) The Foundation for Surgery logo must be included in all presentations relating to the award.

c) Recipients are required to speak at Foundation for Surgery events if/when invited.

3.8.12. Publications and Patents

RACS must be notified of any publications as soon as practicable after acceptance of the journal, or patents arising from the award together with the results of any research that is to be commercially developed.

3.8.13. Acceptance of Offer

The scholar must sign the Acceptance Form as acknowledgement of the above conditions, as well as, where applicable, their Head of Department and a representative of the Administering Institution, and return it to RACS prior to commencement of the award.

3.9. Privacy

Recipients should refer to the RACS Privacy Policy for information on how RACS may collect, store and disclose personal information.

3.10. Termination of the Scholarship

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

Upon termination monies already paid and not duly expended shall be refunded to RACS.

3.11. Access to policy

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

3.12. 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.

3.13. Administering Committee

ANZSGC administers the scholarship.

4. ASSOCIATED DOCUMENTS

PRC: Scholarship Program Leave
PRC: Part Time Research Scholarships
FRM: Scholarship Program Amendment Form
DOC: Important General Conditions

 Approver  ANZSGC
Authoriser  Council

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