SPHC Sponsorship for Overseas Palliative Care Training

Sponsored by The TUYF Charitable Trust

General Guidelines for the Sponsorship Application

1. Aim of the sponsorship

The sponsorship is open to medical practitioners, allied health professionals, and others for travelling aboard to engage in study and training in order to gain experience in palliative care.

2. Targets

Healthcare professionals who work in a palliative care setting or who are interested in integrating palliative care into their practice are welcome to apply. They can be doctors, nurses, medical social workers, psychologists, physiotherapists, counselors and other members of the multi-disciplines in the service model of holistic end of life care.

3. Application period

Applicants should submit their applications to SPHC no later than 30th Jun 2013.
4. **Application procedure**

- Applicants are responsible to find their choice of relevant training / study / conference in palliative care on their own.
- Please send completed application form with required supporting documents to SPHC on / before the deadline.
- Application forms could be downloaded from the website [www.hospicecare.org.hk](http://www.hospicecare.org.hk). Upon receipt of the application, the selection panel will arrange for an interview with shortlisted candidates. Applicants will receive notice regarding the final decision of the selection panel within 8 weeks after the deadline.

5. **Scholarship categories**

SPHC scholarship has three types of award categories as specified below:

*Category A:* Open to members of the medical profession granting a sum up to HK$50,000 for training of 3 to 9 months.

*Category B:* Open to all members of the medical, nursing and paramedical profession granting a sum up to HK$30,000 for attending conference or short training course of 3 months or less.

*Category C:* Open to all members of the medical, nursing and paramedical profession granting a sum up to HK$20,000 for attending conference or short training course of 3 months or less.

6. **Selection criteria**

The selection board will determine the amount to be granted based on the following:

6.1 Previous and future engagement in palliative care education, research and clinical experience

6.2 Worth of training

6.3 Period of training

6.4 Performance during interview including aspects such as clinical competence, scholarship, leadership, etc.
7. **Obligations of the sponsorship recipients**

Successful applicants, on completion of their training/study/attending conference are expected to fulfill the following obligations:

Successful applicants of category A are expected to return and serve Hong Kong in their professional role for a period of not less than 9 months.

Successful applicants of categories A & B, upon return of their training, they will be required to:

- submit a written report (including financial statements) on the training received to SPHC within 2 months of return; and
- make a presentation (15 mins) at the freepapers session of the annual Hong Kong Palliative Care Symposium; and
- submit an editorial/review article on a subject of their training to SPHC to be published at the HKSPM/SPHC Newsletter within 6 months of return.

7.3 In the event of default, the candidate is required to return the scholarship award in full as though it was awarded to them as an interest-free loan.

7.4 Successful applicants are expected to assist SPHC in serving the local community through participation in public health education and other related activities.

8. **Documents to be submitted with the application**

The following supporting documents must be submitted with the application forms:

8.1 photocopies of certificate of good standing from respective professional bodies

8.2 photocopies of relevant professional qualifications

8.3 certification from Head of Unit for eligibility of the study leave

8.4 relevant correspondence indicating preliminary acceptance for training from overseas centers

9. **Concurrent sponsorship/scholarship/fellowship**

All sponsorships can be held concurrently with other sponsorship/fellowship/scholarship provided that this does not contravene the regulations of the other sponsorship/fellowship/scholarship. The awarded applicant should report to SPHC if they have been awarded other sponsorship/fellowship/scholarship. If the successful applicant opted to receive other scholarship, which allows him to receive SPHC sponsorship concurrently, SPHC reserves the right to reduce up to a maximum of 75% of the award.
10. **Selection Board**

The selection board is composed of two members of the SPHC Executive Committee, and one independent member. This Board is authorized by SPHC to short-list, evaluate and select the most suitable candidates for the sponsorship.

11. **Reimbursement**

Successful candidates should keep record and receipts of expenses on air passage and training fee. All other expenses including accommodation, local transportation and meals will be calculated on the latest scale of subsistence allowance issued by HKSAR on the date of return to Hong Kong. Each sponsorship is valid for 12 months from the date it is granted.

12. **Deeds of Agreement**

The successful applicants will make a deed setting out acknowledgments and undertakings with SPHC in respect of the sponsorship award.

13. **Enquiries**

Contact person: Mr Kwong WU (Tel: 2230 9113)
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Fax: 2530 9320
Email: enrollment@hospicecare.org.hk
Website: www.hospicecare.org.hk
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The Society for the Promotion of Hospice Care reserves all the right on final decisions concerning the sponsorship.