



2012
AASLD NP/PA CLINICAL HEPATOLOGY
FELLOWSHIP PROGRAM

APPLICATION DEADLINE: FEBRUARY 11, 2012

FELLOWSHIP PERIOD: JULY 1, 2012 – JUNE 30, 2013

DESCRIPTION

Designed to increase the number of associate providers in clinical hepatology, the purpose of this program is to provide salary and benefit support for certified and licensed Nurse Practitioners (NP) or Physician Assistants (PA) pursuing a full-year of training focused on clinical care in hepatology, beginning on July 1, 2012.

ELIGIBILITY

In order to be eligible for this fellowship, the applicant must meet the following criteria:

1. The applicant must have received his/her advanced degree **and** be a fully certified and licensed nurse practitioner, physician assistant, clinical nurse specialist or advanced practice nurse on or before July 1, 2012. (*no contingencies or exceptions*)
2. The applicant must have no more than 18 months of experience **as a midlevel provider** in Gastroenterology or Hepatology as of July 1, 2012.
3. Applicants with more than 2 years of experience as a midlevel provider **in a specialty other than Gastroenterology or Hepatology** are eligible if the fellowship demonstrates a significant change in focus and discipline.
4. The applicant must be an AASLD member in good standing by the fellowship start date, and maintain active membership for the duration of the fellowship period.
5. The applicant must be mentored during the fellowship period by an AASLD member Clinical Hepatologist who dedicates at least 50% of his/her time to the care of patients with liver diseases.
6. Only one application per institution will be accepted for consideration.
7. The applicant's training must occur in an environment conducive to training in hepatology and that ensures the competencies of the AASLD NP/PA Clinical Hepatology Fellowship Curriculum will be obtained. The program must include:
 - A minimum of three clinical conferences per week. (May include grand rounds or multidisciplinary conferences.)
 - Participation in a liver biopsy conference. Training may include performance and management of liver biopsy if the trainee's licensing body, state, and institution permit this practice scope.
 - The majority of the applicant's time ($\geq 80\%$) will be focused on clinical care in hepatology.
8. Exposure to hepatology clinical research is favored however the applicant shall not assume the role of the dedicated research coordinator to ensure sound fundamental training in all areas of liver disease management.
9. The applicant must be a citizen or permanent resident of the U.S., Mexico or Canada.
10. The applicant will not hold other, similar fellowships during the fellowship period (July 1, 2012 – June 30, 2013).

FELLOWSHIP DETAILS

A fellowship of \$78,000 will be provided for one year. Money is for *salary (\$65,000) and benefit support (up to \$13,000) only* for the fellow. Fellowships are granted to the individual applicant; not the applicant's institution. However, funds will be paid directly to the recipient's institution. In addition, the fellow's travel-related expenses incurred to attend The Liver Meeting[®] 2012 will be reimbursed up to \$1,000 and

according to guidelines provided prior to the meeting. The fellowship will include complimentary subscriptions to HEPATOLOGY and *Liver Transplantation* for the duration of the fellowship period.

Fellowships cannot be transferred to another institution and recipients cannot change their mentor without prior written approval from AASLD.

Progress/Financial Reports

Recipients and their mentors must provide quarterly reports documenting progress. The reports should contain patient log sheets summarizing case load, detailed conference and reading logs, and evaluation forms, all provided by AASLD. The reports should also include a narrative description of what the recipient is doing differently than in the previous quarter as well as prior to the fellowship. A final report must be filed by the recipient and the mentor by July 15, 2013, summarizing activities related to this fellowship. Reports are to be sent to AASLD and are not considered confidential. In addition, a financial report from the institution must be sent to AASLD at the end of the fellowship year, together with any unexpended funds, no later than August 15, 2013. The recipient's institution will be notified of reports that are not received in a timely manner.

In the event that a fellowship is canceled, AASLD cannot assume responsibility for expenditures in excess of payments already made to the recipient's institution prior to the effective date of cancellation. All unexpended funds must be returned to AASLD. If a fellowship is to be canceled, the recipient must provide written explanation to AASLD.

SELECTION CRITERIA

Candidates will be evaluated based upon their background and their commitment to a career in adult or pediatric clinical hepatology. Specifically, candidates will be reviewed based on:

- Professional potential of the applicant
- Experience, productivity, and commitment of the faculty mentor(s)
- Clinical environment
- Quality of proposed clinical program

Incomplete applications and applications that fail to adhere strictly to the instructions (including the submission deadline, page limitations and required signatures) will not be reviewed. All decisions are final.

INSTRUCTIONS

1. Use the form provided as a cover page. Type or print responses.
2. Put your name (last name, first name) and the name of the fellowship in the upper right-hand corner of each page.
3. Use one-inch margins. Do not use lettering smaller than 10-point type.
4. Assemble the application package in the order listed in the Required Documents section.
5. Be sure to adhere to page limits. Applications that do not meet the requirements, in content or format, will not be reviewed.
6. The completed application and required documentation (except for the *Letters of Reference* – these must be sent directly to AASLD) must be combined into and submitted as one PDF document. Name the PDF file as follows: *Last name, first initial – NP/PA Fellowship (Example: Smith, J – NP/PA Fellowship)*

SUBMISSION

The application deadline for this fellowship is 11:59 PM Eastern time, February 10, 2012. Email the application to awards@asld.org with *NP/PA Clinical Hepatology Fellowship-last name, first initial* in the subject line. You will be sent an email confirmation that the PDF was received. If an email confirmation is not received in 2 business days, please contact awards@asld.org to confirm receipt. Questions should be addressed awards@asld.org. Additionally, **one** (1) hard copy should be mailed to: AASLD/ NP-PA, 1001 N. Fairfax Street, Alexandria, VA 22314.

**APPLICATION FOR
2012 AASLD NP/PA CLINICAL HEPATOLOGY FELLOWSHIP PROGRAM**

APPLICANT INFORMATION

Applicant (last, first, middle initial) AASLD Member Number

Degree(s) and year(s) granted

Current Position Appointment Date (month & year)

Address

Telephone Fax Email

Sponsoring Institution

Mentor (last, first, middle initial) AASLD Member Number

Address

Telephone Fax Email

Institution's Grants Administrator Date

Grants Administrator's Address

Grants Administrator's Phone Grants Administrator's Fax Grants Administrator's Email

Institution Fiscal Officer, if different (please print)

REQUIRED SIGNATURES

NOTE: Your signatures below indicate that the information in this application is accurate to the best of your knowledge and that you understand that AASLD guidelines do not allow for any indirect costs.

Signature of Applicant Name Date

Signature of Mentor Name Date

Signature of Grants Administrator Name Date

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REQUIRED DOCUMENTS

1. **Curriculum Vitae** – Provide a biographical sketch including any publications, abstracts, or presentations. **Limit four pages.**
2. **License and Certification** – Provide copies of current license and certification.
3. **Bio-sketch of Mentor** – Provide a biographical sketch of the mentor using the standard, two-page NIH Format. (PHS 398 form available at <http://grants.nih.gov/grants/funding/phs398/phs398.html>)
4. **Co-mentors** – Provide a list of co-mentors that will be involved in the applicant's training.
5. **Clinical Program Description** – Provide a detailed description of the program, including weekly conference schedule and weekly calendar with in- and out-patient care responsibilities and the percentage of time spent in each. **Limit five pages.**
6. **Facilities Description** – The environment should be described, including access to patients, consultants and technical (including computer) resources. **Limit three pages.**
7. **Candidate's Statement** – Statement of applicant's career plans, including the significance of this fellowship to the applicant's career development, how this fellowship is a shift in focus, and why the applicant wants to pursue training in clinical hepatology. **Limit one page.**
8. **Letter of Mentor Support** – A letter should be provided from the candidate's mentor confirming his/her sponsorship of the applicant. **Limit one page.**
9. **Letters of Departmental Support** – Letters should be provided from the director of the candidate's department, division and/or gastroenterology training program. The letters should describe the commitment of institutional resources, support, and environment to the applicant and mentor. **Limit one page each.**
10. **Membership application** (if applicant is not an AASLD member)
11. **Letters of Reference (2)**– At least one letter should be from a previous and/or current employer or educator. The letters should describe work ethic, length of employment and/or study, and commitment to clinical training in hepatology. Letters should be on institution letterhead and must be sent directly from the originator to AASLD by email awards@asld.org or post to: NP/PA Fellowship; 1001 N. Fairfax Street, Suite 400; Alexandria, VA 22314. **Two letters required**

Please check all that apply:

- I have received my advanced degree **and** am (or will be on or before July 1, 2012) a certified and licensed (Please indicate which applies):
- Physician Assistant
 - Nurse Practitioner
 - Clinical Nurse Specialist
 - Advanced Practice Nurse
- The majority of my time ($\geq 80\%$) will be focused on clinical care in hepatology.
- I will not hold other, similar fellowships/awards during the fellowship period (July 1, 2012 – June 30, 2013).

I am a:

- US citizen Mexico Citizen Canada Citizen Permanent resident of the US, Mexico or Canada

Applicant's AASLD Member Number: _____

Mentor's AASLD Member Number: _____

What is the percentage of mentor's time spent in care of patients with liver disease? _____

How did you hear about this fellowship program?:

- The Liver Meeting® (AASLD's Annual Meeting) AASLD.org Ad in HEPATOLOGY/Liver Transplantation
 AASLD Enews Word of mouth Other

AMERICAN ASSOCIATION FOR
THE STUDY OF LIVER DISEASES



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APPLICANT NAME:

SPONSORING INSTITUTION: