


BY EMAIL

East of England Office
Directorate of
Education & Quality

Victoria House
Capital Park, Fulbourn
Cambridge, CB21 5XB



06/08/2018

Dear Trainees

East of England Trainee Bursaries in 2018/19

We are delighted to confirm our continued support of professional education via the Faculty of Educators' Development Programme in the east of England (EoE) this year.

There are twenty bursaries available this year. HEE EoE will administer the selection process and payment of the bursaries centrally. Please see the steps below which outline the process; these can also be seen on the attached flowchart.

Bursaries are available for Postgraduate Certificates in Medical Education (or Simulation), up to the maximum amount of £3,000. Funding for Postgraduate Certificates in other subjects, Diplomas and Masters Courses will not be considered in this process. You must enrol and start the course in this financial year (April 2018 – March 2019).

Approval and Selection Processes

1. Trainees are required to discuss their application with their Training Programme Director (TPD) and/or Head of School (HoS) and obtain their support, prior to applying to a University. Your TPD or HoS will consider supporting your application, if:
 - a. you will be ST3 or above and in a training programme which leads to a CCT in the EoE at the time the course for which you are applying starts
 - b. you are making truly outstanding progress with your training, including having had no adverse ARCP outcomes (outcomes 2 or 3) at any stage
 - c. you have already shown a commitment to delivering medical education
 - d. undertaking this course will help you to deliver an improvement in medical education in the east of England
 - e. this is the right stage of your training to be undertaking the course
 - f. undertaking the course will not adversely affect your own clinical training or that of others in your Trust/Programme
2. Once these discussions have taken place, trainees should apply to a Higher Education Institute (HEI), ideally in the east of England.

3. Trainees should then complete the application form and send it to TEFunding.eoe@hee.nhs.uk, along with their HEI acceptance letter, before the deadline of Friday 21 September 2018
4. A panel of Senior Educators will then review each application and will rank them according to pre-determined criteria. This process will be completed by Friday 5 October 2018
5. Trainees will be informed of the outcome of their application, once all the applications have been reviewed and ranked.
6. The decision of the panel will be final and, as there is no additional funding available, there will be no right to appeal.

Priority will be given to applicants:

1. Whom we anticipate will be working in the East of England for at least the next three years
2. Who have applied for a course run by an HEI in the east of England
3. Who have already made a demonstrable and significant contribution to supporting medical education in the east of England
4. Who can clearly demonstrate that completing the Postgraduate Certificate will have a significant impact on the quantity and quality of medical education in the east of England in the future

Please note that because you have to have applied for a course and been accepted by a HEI before you apply for a bursary; this means, in practice, that if your application to HEE EoE is unsuccessful, you will have to fund the course yourself.

Should you require further information about any aspect of this process, please do not hesitate to contact TEFunding.eoe@hee.nhs.uk

Yours sincerely,

Ian Barton
Deputy Dean

Vijay Nayar
Deputy Dean

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