



Hong Kong College of Anaesthesiologists Education Sponsorship Scheme

1. Budget per year: HK\$300,000
2. Target number of applicants per year: At least 15 per year
3. Maximum sponsorship per person: HK\$20,000
4. Selection criteria
5. Undertaking conditions
6. Areas of sponsorship to be considered (Education for WBA train-the-trainers / Future development of Part I or Part II Revision Course/Examination / Echo / other subject domains)
7. List of suggested courses in each area with course description and course fee

Important considerations / selection criteria

1. The sponsored activities should be able to provide a "TRAINER" for the College in the corresponding area of practice, rather than personal development
2. Seniority / level of experience
3. Potential contributions to the College

CONTENT

1. **Objective**
2. **Scope of sponsorship**
3. **Criteria for eligibility**
4. **Selection process for College Education Sponsorship Scheme**
5. **Appendix**
 - A. **Application form for College Education Sponsorship**

1. Objective

- 1.1. To maintain and enhance the quality of education within Hong Kong College of Anaesthesiologists, particularly concerning areas of curriculum development, examination and assessment, and faculty development for competency-based medical education

2. Scope of Sponsorship

- 2.1. The sponsorship is jointly supported by the Council, Board of Education and Board of Examination of Hong Kong College of Anaesthesiologists
- 2.2. It aims to support HKCA fellows who are pursuing enhancement of their knowledge and skills in areas such as curriculum development, examination and assessment, or faculty development for competency-based medical education, which are relevant to anaesthesia educational development within the college
- 2.3. This may be in the form of courses, workshops or conference, but subject to the criteria stated in 4.1
- 2.4. For sponsorships concerning simulation-based medical education, please refer to the **Clinical Simulation Committee** Instructor sponsorship instead.

3. Criteria for eligibility

- 3.1.1. HKCA fellows
- 3.1.2. Have not received College Sponsorship in the previous 3 years

3.2. Items covered by sponsorship

- 3.2.1. Course/Workshop Registration fee
- 3.2.2. Direct economy return air ticket fares
- 3.2.3. Accommodation subsidy (overseas only and subject to a maximum amount HKD 5000 and covers the period including the night immediately before the conference/workshop/course starts till the night the conference/workshop/course ends)

3.3. Level of sponsorship

- 3.3.1. Maximum amount of financial sponsorship per applicant is HKD 20000.
- 3.3.2. The number of applicants is subject to the sponsorship allocated per financial year by Council

3.4. Undertaking of applicant for acceptance of sponsorship

- 3.4.1. The successful applicant will sign an acceptance & undertaking letter and
- 3.4.2. Contribute to educational development activities in Hong Kong College of Anaesthesiologists in the following 2 years, including but not limited to:

3.4.2.1. Board of Education

- 3.4.2.1.1. Contribute to curriculum development or quality assurance activities concerning curriculum development OR
- 3.4.2.1.2. Contribute to development of teaching material for train-the-trainer workshop for Workplace-based assessment OR

- 3.4.2.1.3. Instruct in 4 sessions in the following 2 years of train-the-trainer workshop (one full-day course = 2 sessions)
- 3.4.2.1.4. Deliver one CME lecture/other activities for HKCA OR
- 3.4.2.1.5. Contribute to echo curriculum and training within HKCA
- 3.4.2.1.6. Perform 2 WBAs per trainee per year if hospital unit has ≤ 5 trainees. Otherwise, perform 10 WBAs per year

3.4.2.2. Board of Examination

- 3.4.2.2.1. Contribute to the development of multiple choice question bank for the Primary and Final Fellowship Examinations

3.4.2.3. Echo Committee

- 3.4.2.3.1. To serve as HKCA echo trainers for at least 2 years to help supervise and assess College's anaesthetic trainees' focused transthoracic echocardiography via electronic portfolio system
- 3.4.2.3.2. Sponsorship returned if the applicant leaves HA within 2 years or he/she has not supervised at least 5 times within 2 years after taking the course
- 3.4.2.4. The undertaking of each applicant will be assessed at the end of each two years by the respective Boards to determine whether he/she has satisfied the contribution to educational activities to HKCA

3.5. Penalty for not fulfilling the undertaking

- 3.5.1. The aforementioned sponsorship will not be reimbursed to the successful applicant if the undertaking has not been fulfilled

3.6. Applications

- 3.6.1. Call for application twice every year (January and July)
- 3.6.2. Applicant should return the completed application form together with the course program/content to HKCA secretariat.
- 3.6.3. A selection panel is appointed by Council, Board of Education and Board of Examination
- 3.6.4. Announcement of selection results after HKCA Council approval

4. Selection process for Education Sponsorship Scheme

4.1. Suggested (but not limited to) Courses, Workshops, Conferences or Activities supported by Education Sponsorship Scheme

- 4.1.1. Sponsorship for Echocardiography Training
 - 4.1.1.1. CUHK Transthoracic Echocardiography Train-the-trainer Course
- 4.1.2. Sponsorship for Medical Education
 - 4.1.2.1. ANZCA Educator Program
 - 4.1.2.2. RCoA Anaesthetists as Educators
- 4.1.3. Subject domain courses such as intensive care and pain medicine that contributes to curriculum development, examination and assessment, or faculty development for competency-based medical education, which are relevant to anaesthesia educational development within the college

4.2. Selection criteria

- 4.2.1. The applicant is a fellow of the Hong Kong College of Anaesthesiologists
- 4.2.2. The applicant will submit a curriculum vitae, as well as complete the application form for College Educational Sponsorship
- 4.2.3. A selected panel from Council, Board of Education and Board of Examination will assess the application based on:
 - 4.2.3.1. The type of course/workshop/conference that is submitted by the applicant for sponsorship
 - 4.2.3.2. The previous and future contributions to HKCA educational development by the applicant
 - 4.2.3.3. The anticipated undertaking by the applicant to HKCA educational development