

## **ALICIA KOPLOWITZ FOUNDATION**

### **CALL FOR ADVANCED TRAINING FELLOWSHIPS IN NEUROPAEDIATRICS**

#### **TERMS AND CONDITIONS: 2023-2025 CALL**

The Alicia Koplowitz Foundation (the Foundation) announces the call for **2 (TWO) two-year Fellowships** for Advanced Training in Neuropaediatrics:

Successful candidates will be entitled to join the Association of Child and Adolescent Mental Health Scientists - Alicia Koplowitz Foundation as full members (<http://www.asociaciondecientificos-fundak.org>) on request to the Foundation's board of directors.

#### **Selection of Fellows**

The Foundation will carry out a shortlisting process in accordance with the suitability of the applications based on the fellowship terms and conditions, ruling out those that fail to meet them.

A selection committee will assess the quality of the training programme prepared by the destination site and the scientific quality of the applicants and will interview shortlisted applicants to assess their suitability in accordance with their personal and academic conditions, their interest, seriousness, the future use they would like to make of their training and their **command of the English language**.

The selection committee's decision is binding, confidential and final. It will be published on the Alicia Koplowitz Foundation website.

Fellowships may be declared null and void at the proposal of the selection committee.

### **ADVANCED TRAINING FELLOWSHIPS IN NEUROPAEDIATRICS**

The Alicia Koplowitz Foundation has 2 (TWO) **Specialist Training Fellowships in Neuropaediatrics for two years** in foreign hospitals with teaching accreditation in neuropaediatrics recognised as such by the SENEP (Spanish Society of Paediatric Neurology).

Neuropaediatrics is not officially recognised as an independent speciality in Spain nor as a sub-speciality of Paediatrics or Neurology. SENEP is the body that accredits neuropaediatric hospitals and specialists. To be a full SENEP member, candidates must demonstrate specialised resident training (four years in paediatrics or neurology), two years' training in neuropaediatrics at an

accredited hospital and two or more papers at SENEP meetings or congresses on which they are the lead author.

The accredited hospital may be freely chosen by the candidate, but the hospital must submit in writing a two-year personalised programme, including rotations that meet the specific objectives of the Training Programme in the Paediatric Neurology Specific Training Area in Spain. The Alicia Koplowitz Foundation will sign a collaboration agreement with the destination hospital, which must send the Foundation a detailed training programme in accordance with SENEP requirements in order to officially validate the qualification of Specialist in Neuropaediatrics.

Fellows will be supported by a Spanish tutor appointed by the Foundation, in accordance with SENEP requirements.

### Candidate Requirements

- Spanish nationality.
- Qualification as a paediatrician or neurologist (residency studies) or certificate of having finished the specialisation or completed the fourth year of residency in either of the abovementioned specialities prior to starting the fellowship.
- Written and verbal command of English, preferably in a clinical setting, **duly accredited by a certificate** (IELTS>7.5, TOEFL>100 or Cambridge Advanced, with the exam completed in the past two years).
- Letter of acceptance from the accredited destination hospital.
- A training programme drafted by the destination hospital, which must be accredited to provide training in neuropaediatrics.
- Work and residence visas for a two-year stay in the USA or UK, if the fellowship is to be **taken up in these countries**.
- Acceptance of and compliance with these terms and conditions.
- Working for the public administration will be a plus (accreditation required).

### Financial provision for all Fellowships

- **The financial provision for fellows amounts to \$US 50,000 per year for placements in the United States, £ 45,000 per year in the United Kingdom and € 50,000 per year in any other European country.** The withholdings established under Spanish tax regulations, or the equivalent abroad will be deducted from the total amount. Fellows must meet their accommodation and upkeep for the duration of the fellowship out of this financial endowment.

- Travel expenses: the Foundation will provide fellows with a return plane ticket, economy class. The ticket will be issued in the first year of the fellowship.
- The Foundation will provide fellows with a single allocation of \$ 2,000, £ 1,750 or € 2,000, respectively, to cover the costs of setting up their residence, the purchase of books and membership of professional associations and visa management in the US, UK or any other destination country. This payment will be made by bank transfer at the start of the fellowship.
- Health insurance.
- A one-off annual payment of up to € 1,750 (or equivalent in other currencies) for registration and travel expenses to attend congresses, courses and seminars. **Attendance at congresses, courses and seminars must be authorised by the Alicia Koplowitz Foundation's Science Coordinator after sending a written request.**
- The accredited destination hospital will receive a maximum of €45,000 per year to cover the costs of training courses, attendance at congresses and travel, clinical and research supervision, statistical support, research project costs and other expenses.
- The financial aid inherent to the fellowships will be automatically cancelled and the Foundation entitled to claim the amounts received up to that date by the fellow, at the time when for any reason the fellow fails to attend the Advanced Training or research programmes at the hospital assigned by the Foundation to benefit from the granted fellowship.

### **Incorporation of Fellows**

The date for fellows to join their destination hospitals will be 1 August 2023.

Fellows undertake to initiate the procedures needed to obtain work and residence visas for the US, UK or any other destination country and all the paperwork required for their onboarding by that date from the time of them being awarded the fellowship, given the length of some procedures.

### **Facilitation of Professional Integration when Fellowship Ends**

To facilitate their professional integration once their period abroad has ended and they return to Spain, the Foundation provides fellows with the possibility of joining, for a **maximum of twelve months**, the **neuropaediatrics** departments or research centres the Foundation will enter into agreements with to this effect.

Fellows will forfeit this entitlement as soon as they stop providing their services to said department or centre, when their contract conditions change or if they are hired by any other centre.

The Foundation allows fellows to delay their reincorporation in a Spanish centre for a maximum of one additional year after finishing their two-year placement at the assigned destination hospital if requested in writing with reasons justifying the extension and accepted by the Foundation. This extra year **will not be funded by the Foundation**. After this the fellow may return to Spain and seek the 12 months' work at the departments or centres referred to above. If the extra stay is for more than one year, the fellow will forfeit the right to seek this work.

### Recognition in Publications

Fellows must **expressly mention the Alicia Koplowitz Foundation as their financial backer** in any articles they publish, papers they present at congresses and other scientific or teaching results and must send the Foundation a copy of the work or paper.

### Monitoring of Fellows

Fellows must submit a **midterm report** at the end of the first year and a **final report** within three months of completing the placement. These reports will specify the activities performed, duly justifying all publications, papers presented at congresses, courses undertaken, engagement in research projects, work performed therein, etc., for the whole of the time they held the fellowship. **The forms are available on the Foundation website and only reports submitted using these forms will be admitted.** The reports will be assessed by the Spanish tutors assigned to each fellow and/or by the Foundation's Science Coordinator.

### Absence of Contractual Relationship

The awarding and take-up of a fellowship does not constitute any contractual, employment or statutory relationship with the Alicia Koplowitz Foundation or any of the hospitals where the training is conducted.

### Application Form

To apply for a fellowship, applicants must submit the duly completed **application form** for this call, available over the Foundation website ([www.fundacionaliciakoplowitz.org](http://www.fundacionaliciakoplowitz.org)). The form must include:

- The applicant's personal, professional and academic information.
- References (Advanced Training Fellowships). Two reference letters must be sent **directly to the Foundation in a closed envelope on officially stamped paper with an original signature and seal.**
- Objectives of the placement. Letter explaining the reasons for requesting the fellowship, maximum 2-3 pages, depending on the type of fellowship the applicant is applying for.

- Brief summary of care and research activities previously performed in neuropaediatrics.
- Congress presentations, last 3 years only.
- Management of/engagement in research projects, last 5 years only.
- Indexed publications with a JCR impact factor, last 5 years only.

The application form must be accompanied by the following **supporting documentation as an essential requirement**:

- Photocopy of the applicant's National ID document.
- Photocopy of the qualification as a paediatrician or neurologist or certificate of doing or having completed their residency prior to incorporation.
- Complete academic certification (certified copy).
- Photocopy of the IESEL, TOEFL or Cambridge exams (last 2 years only).
- Certificates accrediting the shifts done in neuropaediatrics, **signed by the tutors concerned**.
- Letter of acceptance from the destination hospital for the training fellowship in neuropaediatrics.
- Neuropaediatrics training programme issued by the destination hospital.
- Other certificates (masters', diplomas, etc.).
- Documents accrediting academic achievements.
- Documents accrediting research achievements.

### **Deadline and Method to Submit Applications**

Applications are to be submitted according, the form that can be downloaded from the website ([www.fundacionaliciakoplowitz.org](http://www.fundacionaliciakoplowitz.org)) and sent **before the end of 30 March 2023**, in the following two formats:

1. One **bound** copy of the application form on paper including **all the documentation sought**, addressed to:

Alicia Koplowitz Foundation

Att: Ms Mónica García  
Paseo de Eduardo Dato nº 18  
28010 Madrid

2. A **SINGLE PDF document** with the complete application form **identifying the applicant by their full name**, to the following **email address**: [mgarcia@fundacionaliciakoplowitz.org](mailto:mgarcia@fundacionaliciakoplowitz.org).

Applications that fail to comply with the abovementioned regulations will be excluded from the shortlisting process.

### **Acceptance of Fellowships**

Applicants agree to expressly accept the terms and conditions of the fellowship and the selection committee's understanding of them and expressly renounce any type of court or out-of-court action against the decision of the Foundation or the selection committee. They hereby accept the terms and conditions of the abovementioned 2023-2025 call and those established by the Alicia Koplowitz Foundation for monitoring fellows. In the event of breach, the fellowship will be automatically rendered null, and void and the applicant will forfeit entitlement thereto.

### **Data protection**

The Alicia Koplowitz Foundation, as data controller, hereby informs you that the personal data you supply as part of submitting an application will be used to manage your registration and participation in the corresponding call for aid, to identify you and to contact you for any matter related to the application.

The legal basis for the processing is acceptance of the terms and conditions of the call and, where applicable, to satisfy the Foundation's legitimate interest in managing the procurement procedure, as well as compliance with the legal obligations corresponding to the Alicia Koplowitz Foundation.

Your personal data may be disclosed to third parties engaging in the call for aid, as well as to competent bodies or authorities in the context of the participation and development of the aid and its outcome. You may exercise your rights of access, rectification, erasure, objection, restriction of processing or portability and lodge a complaint with the Spanish Data Protection Agency. Further information can be found in the Privacy Policy available on our website [www.fundacionaliciakoplowitz.org](http://www.fundacionaliciakoplowitz.org).