



NATIONAL HEMOPHILIA FOUNDATION

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NHF-SHIRE CLINICAL FELLOWSHIP PROGRAM

REQUEST FOR INSTITUTIONAL APPLICATIONS

***New Submission Deadline: April 4, 2018**

The National Hemophilia Foundation (NHF) Clinical Fellowship Program, funded since 2003 through the generous grant support of Shire plc, is intended for physicians who endeavor to dedicate their careers to providing comprehensive clinic care to individuals with bleeding disorders. The program is also designed to prepare fellows for careers in academic medicine, providing critical training in an environment that fosters research to develop better forms of therapy for bleeding disorders. The program aims to develop graduates who will become expert clinicians, role models and leaders able to help shape health policy, and provide training and support to others in hemostasis and thrombosis care.

Eligibility

Institutions applying to participate in the NHF-Shire Clinical Fellowship Program must be well-established hemophilia and/or thrombophilia treatment centers with a qualified clinical and research faculty. Institutions may be affiliated with major universities and teaching hospitals. Successful institutions demonstrate a commitment to the development of physician fellows as skilled clinical and independent investigators. Applicant institutions should demonstrate a strong capacity to provide training in the areas of blood coagulation, hemostasis, thrombosis/thrombophilia, treatment of hemophilia, von Willebrand disease and other rare bleeding disorders.

Institutions should include descriptions of training faculty as well as the outcomes of prior mentorship experience. Additionally, the history of the institution as a training center should be included. The center must submit an appropriate candidate recruitment plan as a part of its application for funding.

Applicant institutions should also demonstrate a rich research environment, both clinical and basic. Although this is not a research training grant, the strength of the training program is directly related to the research environment, and opportunities for clinical fellows to transition into a research track should be available and be demonstrated.

There are no specific patient demographics, amount of funding for research, number of faculty members that must be met in order for institutions to qualify for institutional approval.

Nevertheless, criteria considered for approval include, but are not limited to:

A. *Capability and Experience*

The applicant institution's capability regarding bleeding and/or clotting disease management, both in-patient and outpatient settings, as well as its experience in implementing similar training initiatives are taken into account.

B. *Structure of Program, On-site Resources and Workplan*

1. The organization and structure of the training program (e.g. where within the institution the program will be based, how it will be administered, who will direct the program, reporting requirements, etc.).
2. The roles and responsibilities of the Program Medical Director and how s/he relates to the management of fellows must be clearly described. The experience of the mentor(s) responsible for overseeing fellows' clinical training and the outcomes of their prior research projects should also be outlined.
3. The on-site academic, clinical and public health resources that can be made available to fellows to enrich their training experience.
4. The applicant institution's demonstrated capacity to meet the scope of training experiences required, and a detailed work plan of how program standards will be met and maintained.

Clinical care component:

Applicant institutions must describe the plan for the core clinical experience, including number of clinic sessions per week, identifying preceptors, rotations, multidisciplinary rounds, and other assignments designed to ensure that fellows will have the opportunity to gain competency and skills in managing bleeding and clotting disorders. Formal didactic clinical training events in which fellows will participate, as well as additional activities planned for their benefit (e.g. rounds, conferences, journal clubs, etc.) should be described. Applicant institutions should outline their plan for assessing each scholar's knowledge and familiarity with bleeding/clotting disorders care at the beginning of the program and how they intend to tailor their program to ensure a smooth transition into managing cases of increased complexity.

Clinical research and basic science research component:

The site applying should be involved in basic science research and/or clinical research. Clinical trials to test the safety and efficacy of therapies for hemophilia and thrombophilia are highly complex and require special expertise and knowledge to monitor these conditions. It is the intent of this program that the individual with an MD or equivalent medical degree will acquire formal training, under the tutelage of an established investigator, in key elements associated with conducting clinical trials in coagulation disorders. These may include design of study protocols, recruitment of patients, power calculations, randomization procedures, use of controls, identification of appropriate entrance and exclusion criteria, identification of primary and secondary outcome measures, maintenance and assessment of blinding, informed consent, safety monitoring and evaluation, and data access and statistical analysis. These elements must be integrated in the plan of training.

The proposal must provide documentation that:

1. *A formal curriculum appropriate for clinical trial training, including courses in biostatistics, epidemiology, or other related courses available at the institution and will be part of the fellowship experience.*
2. *The clinical fellow will be actively involved in ongoing coagulation disorder research*

C. Recruitment

A detailed fellowship recruitment plan must be prepared and submitted by the applicant institution. NHF is particularly interested in attracting qualified, under- represented minority candidates.

D. Outside Affiliations and Resources

Existing affiliations and collaborative agreements with hemophilia/thrombophilia service organizations should be demonstrated. Applications that demonstrate collaborative relationships with other centers and/or community-based organizations that build on the strengths of each institution will receive preferential consideration.

E. Evaluation

An evaluation plan for assessing the program's impact on fellows and for monitoring the training experience must be submitted. Suitable testing mechanisms must be developed to ascertain the fellows have successfully completed the program.

Funding

No direct monetary support is provided to institutions that are approved to participate in NHF-Shire Clinical Fellows Program. However, institutions with nominees who are named 'NHF-Shire Clinical Fellows' may charge **up to 8%** of the fellowship toward indirect costs.

Research Policies

Institutions conducting basic science research should also consult NHF's policies regarding its Research Grants Programs. All clinical fellowship institutions will be required to comply with these policies. For additional information, please contact Angelina Wang, director of medical programs at NHF.

Institutional Application Materials

While there are no specific forms for the application, applying institutions must provide the following list of required materials:

1. Executive Summary

Provide a comprehensive profile of the work accomplished and population served by the institution. Please include in this section a history of the institution, basic demographic information of the patient population served by the institution, descriptions of all existing clinical training and other academic programs associated or administered by the institution, and an overview of all major research projects.

2. Program Narrative

- A. Applicant organization capabilities and experience, and appropriateness of the Institution to train 'NHF-Shire Clinical Fellows'.
- B. Institution's Organizational Structure – Provide a brief overview of the relevant departments that comprise the institution. *(An organizational chart would be very helpful.)
- C. Recruitment Plan – How will prospective 'NHF-Shire Clinical Fellows' be identified?
- D. Outside Linkages and Collaboration – Please include letters of commitment describing functional arrangement with organizations that will be involved in the training (e.g. rotations) of fellows.
- E. Evaluation – Describe how trainees will be evaluated for their performance in the NHF-Shire Clinical Fellowship.
- F. Description of Training – This should include descriptions of training faculty as well as the outcomes of prior mentorship experience. Additionally, the history of the institution as a training center should be included.

Submission of Applications:

NHF-Shire Clinical Fellowship institutional applications **must be received at NHF by 5:00 PM Eastern on Wednesday, April 4, 2018.** *Applications that do not arrive at NHF by 5pm ET on the deadline date will not be accepted.*

Applications can be emailed directly to (awang@hemophilia.org) or sent to:

Angelina Wang

NHF, 7 Penn Plaza - 370 Seventh Ave., Suite 1204, New York, NY 10001

Applicants are responsible for ensuring that adequate time is allocated to meet the deadline by postal or express delivery. Email submission is permissible so long as all required and/or supplemental attachments are included in a PDF or Word file. The executive summary must be forwarded on institutional letterhead. Applications sent by email must include the appropriate signatures on all letters of commitment.

Additional inquiries regarding this program can be directed to Angelina Wang, either by email at awang@hemophilia.org or by phone at 212-328-3767.

Peer Review Process

All NHF grant and fellowship applications are subjected to a rigorous peer review process. Institutional applications for the NHF-Shire Clinical Fellowship program will be evaluated by a select panel of NHF's Research Review Committee, a volunteer body composed of both clinicians and researchers. Applications that are incomplete or that do not follow all instructions will not be considered. Applicants will be notified by NHF of the final decisions.