

HONG KONG LUNG FOUNDATION FELLOWSHIP REGULATIONS

Background:

The Hong Kong Lung Foundation Fellowship (hereafter referred to as “the Fellowship”) is established to fulfill objective 3(f) of our Memorandum of Association, namely to encourage, assist and arrange for medical practitioners, allied health professionals, scientists, students and others to travel abroad to engage in research, study and training in order to gain experience in modern methods of diagnosis, prevention and treatment of diseases of the respiratory system.

1. The successful applicants will be known as the Hong Kong Lung Foundation Fellows.
2. The applicant must be an active associate member / member / fellow of the Hong Kong Thoracic Society / CHEST Delegation Hong Kong and Macau Limited for no less than one year at time of the application.
3. There are three types of Fellowships
 - A. Open to members of the medical profession granting a sum up to HK\$120,000.
 - B. Open to members of the nursing / paramedical profession granting a sum up to HK\$80,000.
 - C. Open to all members of the medical, nursing and paramedical profession granting a sum up to HK\$50,000 for attending conference or short training course of 3 months or less.

The Selection Board will determine the amount to be granted based on the following:

- a) Length of membership with the HKTS.
- b) Participation in the activities of the 2 chest societies. (Including presentation in scientific meeting of AGM).
- c) Worth of training.
- d) Period of training.
- e) Performance during interview including aspects such as clinical competence, scholarship, leadership, etc.

4. Fellowship 3(A)

- a) Requirements for applicants:
 - i) Completion of basic physician training / equivalent basic training in related specialties in an accredited local medical institution.
 - ii) A pass in a recognised local intermediate examination or equivalent (e.g. MRCP(UK)).
 - iii) A medical trainee in respiratory medicine or related specialties in an accredited local medical institution for no less than a year at the time of award.
 - iv) Plan of >3 - 12 months training in an established overseas respiratory centre, with a programme accredited by the relevant Hong Kong Academy College.

- b) The following supporting documents must be submitted with the application forms:
 - i) Photocopies of medical school transcript.
 - ii) Photocopies of certificate of good standing from Medical Council of Hong Kong.
 - iii) Photocopies of diploma of intermediate examination (e.g. MHKCP / MRCP(UK) or equivalent).
 - iv) Certification from Head of Units for eligibility for study leave.
 - v) Relevant correspondence confirming acceptance for training from overseas centre must reach the Secretary before the deadline.

5. Fellowship 3(B)

- a) Requirements for applicants:
 - i) A staff in a local public medical institution with at least 3 years post registration experience in which at least 2 years were spent in close association with a respiratory clinical unit.
 - ii) Plan of short overseas training courses of 1 month to 4 months, with a programme accredited by the relevant authority/board in Hong Kong.
- b) The following supporting documents must be submitted with the application forms:
 - i) Photocopies of nursing school transcript or equivalent.
 - ii) Photocopies of any other certificates obtained.
 - iii) Certification from Head of Units for study leave.
 - iv) Relevant correspondence confirming acceptance for training from overseas centre must reach the Secretary before the deadline.

6. Fellowship 3(C)

- a) Requirements for applicants:
 - i) = 4(a)(i) - (iii) or 5(a)(i).
 - ii) Plan of attendance of a regional/international medical/nursing/ paramedical conference or short course of 3 months or less outside Hong Kong on respiratory medicine/ care and related specialties.
 - iii) Presentation of a paper(s) will be an advantage for conferences.
- b) Supporting documents to be submitted with the application forms:
 - = 4(b) or 5(b) as appropriate.

7. All Fellowships can be held concurrently with other fellowships / scholarships provided that this does not contravene the regulations of the other fellowships / scholarships. The awarded applicant should report to the foundation at any time if they have been awarded other fellowship / scholarship. If the successful applicant opted to receive other scholarship which allows him to receive our Fellowship concurrently, the foundation reserves the right to reduce up to a maximum of 75% of the award.

8. The applicant is responsible for securing the overseas training post himself / herself.

9. Recommendations and approval of study leave from the Unit Chief supervising the applicant is required.

10. Selection Board

- a) The Foundation will form a selection board.
- b) This Board is authorised by the Foundation to short list, evaluate and select the most suitable candidates for the Fellowship.
- c) An interview is to be arranged for members to meet the candidates.

11. **Publicity**

- a) Details of the Fellowship will be publicized in the Newsletter.
- b) Staff Training and Development Unit, Human Resources Services of Hospital Authority will assist in publicity through sending circulars to Chief of Services of Departments of Medicine, Thoracic Surgery, Radiodiagnosis, Radiotherapy, General Surgery, Pathology and Hospital Chief Executives. The Hospital Staff Division of Department of Health will also be notified.
- c) Applicants will get application forms from the Foundation and return completed forms before deadline.

12. (i) The successful applicant, on completion of his/her training/study/attending conference,

- a) is expected to return and serve in public institutes/departments in Hong Kong for a period of not less than 9 months for Fellowship 3(C) and not less than 18 months for Fellowships 3(A) and 3(B). In the event of default, the candidate is required to return the Fellowship award in full as though it was awarded to him / her as an interest-free loan.
- b) is expected to assist the Foundation in serving the local community through participation in public health education and other related activities.

(ii) For Fellowships 3(A) and 3(B) - attending overseas training or attachment. On return from the training, the Fellow will be required to

- (a) submit a written report (including financial statements) on the training received to the Foundation within 3 months of return; and
- (b) make a presentation (30 mins) at a regular Bi-monthly Clinical Meeting within 6 months of return; and
- (c) submit an editorial / review article on a subject of his / her training to the Newsletter within 6 months of return.

(iii) For Fellowship 3(C) applying funding for attending a conference, the Fellow should submit a short written report to the Foundation within 1 month of return.

(iv) The proposed training should begin after the applicant has received result notification from HKLF (i.e. around February and August each year) and within one year of the successful application.

13. **Reimbursement**

The successful candidate should keep record and receipt of expenses on air passage and training fee. All other expenses including accommodation, local transportation and meals will be calculated on the latest scale of subsistence allowance issued by HKSAR on the date of return to Hong Kong.

14. **Deeds of Agreement:**

The successful applicants will make a deed setting out acknowledgments and undertakings with the Foundation in respect of the Fellowship Award.

15. The sponsorship/Fellowship is not funded by any commercial company/companies.