

# **SICOT INDIA NATIONAL PROGRAM OF ACCREDITED FELLOWSHIPS IN ORTHOPAEDIC SURGERY**

## **GUIDELINES**

### **1. OBJECTIVES**

- 1.1 The aim of the SICOT accreditation process is to provide a service to SICOT members and Fellowship applicants, by maintaining the highest standard of training available at such Fellowship posts offered internationally.
- 1.2 Fellowships aim to provide supervised training in an aspect of orthopaedic surgery after the completion of accredited orthopaedic training.

### **2. CRITERIA FOR ACCREDITATION OF A FELLOWSHIP ARE THAT:**

- 2.1. Fellows must be attached to either a public or private hospital accredited by the SICOT Fellowships Committee. Conjoint appointments in both spheres of research & medical practice are encouraged
- 2.2 The Chief Supervisor must be a SICOT member, have current specialist registration in INDIA as an orthopaedic surgeon.

### **3. APPLICATION PROCEDURE**

- 3.1 A SICOT member must apply for an accredited Fellowship using the prescribed forms.
- 3.2 Application forms can be obtained from the SICOT India website (\_\_\_\_\_).
- Application forms can also be obtained by writing to us at: \_\_\_\_\_
- 3.3 The completed form must be returned to the Fellowships Committee with an application fee of \_\_\_\_\_ before processing.
- 3.4 The application will be sent for assessment by the SICOT India Fellowships Committee. Meetings of this Committee occur twice each year, or as required. The Fellowships Committee makes a decision regarding the accreditation of the Fellowship, and reports the decision to SICOT governing body.
- 3.5 The Fellowships Committee may accredit a Fellowship prior to the subsequent meeting of the SICOT GB.
- 3.6 Once approved, a description of the Fellowship will be listed on the SICOT India website.
- 3.7 The Fellowships Committee may make enquiries or obtain advice, in order to assist it to come to a decision regarding the accreditation of a Fellowship.

### **4. ELIGIBILITY FOR APPOINTMENT TO AN ACCREDITED FELLOWSHIP**

- 4.1 An employing body may not advertise or offer a fellowship as SICOT accredited until such time as the SICOT Fellowships Committee has approved an application for accreditation.
- 4.2 Requests for approval by the Fellowships Committee should be made on the appropriate application form available from SICOT.
- 4.3 Applicants should either:
  - be a qualified orthopaedic surgeon in INDIA or their country of residence, or
  - be orthopaedic trainees engaged in accredited training towards a specialist

orthopaedic qualification in INDIA or their country of residence.

## **5. TENURE**

5.1 The minimum tenure for an SICOT accredited Fellowship is six months.

5.2 The total tenure of Fellowships must not extend beyond two years.

## **6. SUPERVISION OF FELLOWSHIPS**

6.1 Each accredited Fellowship is to be assigned a Fellowship Chief Supervisor.

6.2 The Chief Supervisor must have current specialist registration as an orthopaedic surgeon.

6.3 Other Fellowship Supervisors may be associated with the Fellowship. They must have similar qualifications to enable current specialist registration with MCI or state registration body.

## **7. ADVERTISEMENT OF FELLOWSHIPS**

7.1 The Chief Supervisor or employing body may advertise the Fellowship when all accreditation procedures have been met and a letter has been received from SICOT indicating that the Fellowship has been accredited.

7.2 A directory of SICOT Accredited Fellowships is available on the website at \_\_\_\_\_. It is the responsibility of the Fellowship Supervisor to periodically check the Fellowship information on the website and to advise the Fellowships Manager if changes are required.

7.3 The SICOT India logo may be used in the promotion of an SICOT accredited Fellowship, and the Fellowship documents may include the following statement 'The fellowship is accredited by the SICOT India.'

## **8. FINANCING OF FELLOWSHIPS**

8.1 A base salary package of Rs 1,20,000 per annum, before tax, has been deemed an appropriate minimum for the Fellow. The figure should be treated as minimum requirement and not a bench mark.

8.2 Salary may include contributions for assistant's fees, on call fees, and grants from industry, as permitted by the extent or nature of registration provided by the relevant state medical board.

8.3 Funding of the Fellowship must be in a manner that is accountable, transparent, and that will withstand public scrutiny. Industry should not pay Fellows directly.

8.4 Excess funds may, at the supervisor's discretion, be applied to the Fellow's research expenses and attendance at scientific meetings, including interstate meetings.

8.5 Medical Indemnity coverage for the Fellow under this scheme is the financial responsibility of the Fellow.

## **9. ADMINISTRATION**

9.1 The SICOT Fellowships Committee administers the Accredited Fellowship Program through SICOT INDIA HQ, which is responsible for maintaining a list of accredited Fellowships and a list of incumbent Fellows.

9.2 An annual renewal fee of \_\_\_\_\_ is to be levied for each Fellowship position for ongoing costs related to recording of data, compiling and maintaining the Directory of Fellowships on the website. This fee must be paid by 1 July each year.

9.3 Each accredited Fellowship covers one Fellowship position only. If an additional Fellowship position is proposed, a separate application must be made.

## **10. REPORTING PROCEDURES**

10.1 At the end of the Fellowship period, the Fellow and the Fellowship Supervisor must submit detailed reports on the prescribed forms to the AOA Fellowships Manager. The report forms are available at SICOT India website.

10.2 The reports must be submitted to the Fellowships Manager, who will forward them to the Fellowships Committee for consideration.

10.3 Upon receipt of the reports, SICOT India will issue a Fellowship certificate to the Fellow.

10.4 Ongoing accreditation of the Fellowship will be conditional on the timely receipt of these reports.

10.5 It is understood that Fellowship positions may remain vacant on some occasions. If the Fellowship position remains vacant for more than 18 months, however, ongoing approval shall not be granted unless there are extenuating circumstances.

## **11. REVIEW PROCEDURES**

11.1 The Fellowships Committee will review the National Fellowship Programme in all aspects at three (3) yearly intervals, next in 2015, or as required.

11.2 The review of Fellowships will be conducted via the review of exit reports.

11.3 Any Fellowship found not to meet the Guidelines as set down by SICOT India during the review process may be discredited if recommendations made to enable the Fellowship to be retained cannot be met.

## **12. INDUSTRY INVOLVEMENT**

12.1 The philosophy, structure and control of the fellowship should be that of the supervisor without influence from the sponsoring party.

12.2 The successful applicant should be chosen exclusively by the supervisor(s) of the Fellowship.

12.3 The presence and extent of any sponsorship should be declared and transparent.

12.4 There is to be no obligatory relationship link between the level or presence of funding and the use of any industry product or service.

12.5 No Fellowship should bear an industry sponsor's name

12.6 Apart from appropriate acknowledgement, there is to be no prominent advertising of the industry's involvement of the Fellowship on SICOT India material e.g website, brochures etc.