

Department of Emergency Medicine Global Scholars Program (GSP)

University of Washington School of Medicine

Program Overview

In order to support the Department of Emergency Medicine's growing footprint domestically and abroad, the Department has created the Global Scholar's Program (GSP). This program has been designed to provide a structured means of receiving non-UW faculty, fellows and occasionally senior residents from outside the United States, who have identified specific interests related to areas of expertise within the University of Washington Department of Emergency Medicine. Furthermore, it establishes a streamlined process for supporting the development of external collaborators, educators, administrators and researchers in Emergency Medicine. Selected applicants will be assured of receiving a mentored, high-quality experience, specifically tailored to the scholar's interests and objectives.

The GSP has been designed with three primary objectives:

- I. Leverage the expertise and environment of the University of Washington Department of Emergency Medicine to support colleagues from other institutions;
- II. Create opportunities for collaboration between institutions;
- III. Support the School of Medicine's commitment to excellence in biomedical education, research, and health care.

This document outlines the guidelines, application requirement and processes related to the GSP. Any questions about the program should be directed to Alexis Rush (rusha@uw.edu), Department of Emergency Medicine Manager of Education Programs.

Program Guidelines

The following guidelines are intended for both applicants and Department of Emergency Medicine faculty mentors.

- I. Scholars must work with dedicated faculty mentor(s) on a specific and predefined collaborative activity in at least one of four categories: clinical medicine, education, administration/operations/management, and/or research.
- II. Scholars will be allowed to remain in-residence within the Department of Emergency Medicine for a variable period of time, usually 1 to 3 months.
- III. At the discretion of the Department head, there will generally be no more than one visiting scholar-in-residence at any given time.
- IV. Scholars are encouraged to schedule their time with the Department such that it does not include the month of July, when residents are in transition.
- V. Scholars will be responsible for all costs associated with their participation in the GSP. This includes, but is not limited to, travel, accommodation, meals, insurance, visa-related fees, or any potential expenses related to academic activity. The Department of Emergency Medicine supports the program through in-kind donations of faculty and GSP administrative support.
- VI. The Department of Emergency Medicine will provide a brief orientation, office space, and supply the necessary credentials for all visiting scholars.

Application Requirements

- I. Applicants will be responsible for ensuring that they meet all requirements.
- II. Applicants must be in good academic standing and have written approval and support of their home sponsoring institution.
- III. Applicants will be at the level of attending, fellow or, on occasion, senior resident at their home institution.
- IV. Applicants must refer to monthly salary requirements here: . If the applicant is a faculty member at his/her institution, he/she must make a salary minimum of the Visiting Scholar. If the applicant is a resident/fellow at his/her institution, he/she must make a salary minimum of the Visiting Scientist.
- V. Applicants must have an identified Department of Emergency Medicine Academic Faculty sponsor who has expressed a willingness to support and mentor the applicant should s/he be selected as a visiting scholar.
- VI. Applicants must be sufficiently fluent in both spoken and written English.
- VII. Applicants must have the ability to obtain an appropriate visa to visit the United States. The Department of Emergency Medicine will supply a letter of support for selected applicants to submit as part of the visa application process. However, we are unable to provide additional guidance nor cover the cost of the visa application process.
- VIII. Applicant is required to pay the SEVIS fee of \$180. The University will pay the visa fee for the applicant.

Application Process

Applicants must apply at least 6 months prior to the proposed dates of participation. Prior to submission of a formal application, applicants should have already identified and corresponded with a Department of Emergency Medicine faculty mentor who has agreed to support the applicant in the event that s/he is selected to participate in the GSP. The application must include the following items:

- I. Completed application demographics form.
- II. A formal letter of intent. The letter should describe the following:
 - a. Description of current academic status, career trajectory and future goals.
 - b. Description of what the applicant hopes to accomplish during her/his time as a visiting scholar. If the scholar is going to work on a specific project, this should be described in detail. Similarly, if the scholar intends to focus on education or administration, a thorough discussion of specific objectives related those fields should be included.
 - c. Proposed benefit of participating the GSP for both the applicant and, where applicable, their home institution.
 - d. Proposed timing for participation in the GSP.
- III. Updated curriculum vitae.
- IV. A letter of support from the applicant's home institution. This letter should ideally come from the applicant's Department/Department head.
- V. A letter of support from the UW faculty member who will serve as the applicant's primary mentor.
- VI. Proof of academic credentials (letter from home institution)
- VII. Proof of travel and health insurance

- VIII. Acknowledgement that the applicant is responsible for, and able to fund, their participation in the GSP. The University of Washington Department of Emergency Medicine will not be able to fund any portion of the applicants travel, including, but not limited to airfare, accommodation, meals, insurance, etc.
- IX. TOEFL exam score of 18 or higher in all categories, if applicant identifies as non-fluent in English. Under certain circumstance, this requirement may be waived, and a video interview conducted to ensure adequate English proficiency.

Selection Process:

Once a completed application has been received, it will be reviewed by the GSP selection committee. If the application is deemed to merit further consideration, a video or phone interview with *at least* one member of the selection committee is required. A final recommendation will then be made to the Department head. Successful applicants will be notified via email by the GSP Coordinator.

Selected scholars will need to provide proof of travel and health insurance, and documentation of the appropriate visa where necessary, at least two weeks prior to beginning the program. If the scholar is unable to do so, s/he may need to delay participation in the program, and risks rescinding acceptance.