

2011/2012 de Souza Clinical Fellowship Financial Support Application Guidelines

The de Souza Institute is offering financial support to Registered Nurses in Ontario to complete their clinical fellowship in order to achieve a de Souza Designation. This Designation will officially acknowledge nursing excellence in cancer care through an intensive educational and clinical preparation. Details are provided below.

About the de Souza Institute

The de Souza Institute is an innovative organization promoting excellence in cancer care through research and education for Registered Nurses in Ontario. One of the key initiatives is to support professional development and offer educational programs for Ontario nurses who work with patients with cancer in a variety of practice settings across the continuum of care.

The de Souza Institute receives funding from the Nursing Secretariat, Ministry of Health and Long Term Care, Government of Ontario with the objective to advance oncology nursing excellence in the Province of Ontario through knowledge transfer and capacity building.

Important Dates

Application Deadline: November 18, 2011
Application Notice of Decision: December 5, 2011
Funding Start Date: January 1, 2012

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Description

de Souza Designation has been developed to improve cancer care and support excellence in Oncology nursing. Nurses who achieve this designation will epitomize Oncology excellence in their practice through successful completion of an intense and individualized oncology education program. This designation will officially acknowledge specialized Oncology preparation of nurses working along the continuum of cancer care from generalist to specialized oncology nurses. Once established, the Designation will be recognized by nurses, employers, cancer patients and their families, policy makers and the public as the standard of practice and excellence in Oncology.

A key component of de Souza Designation is an intensive Clinical Fellowship Program designed to prepare nurses along the continuum of cancer care. de Souza is providing financial assistance to Ontario nurses to complete such fellowship and achieve a de Souza Designation.

The maximum amount awarded for a single award is:

- \$2,500 for RN taking part in a 75 hour clinical fellowship to achieve a de Souza Nurse Designation
- \$5,000 for an RN with a graduate degree taking part in a 150 hour clinical fellowship achieving a de Souza APN Designation

For detailed description on how to obtain a de Souza designation, please visit www.desouzanurse.ca

Eligibility

To be eligible to apply for this financial support, a candidate must:

- be a Canadian citizen or a permanent resident who resides in Ontario;
- be a Registered Nurse in good standing with the College of Nurses of Ontario and intending to practice in Ontario following completion of the program;
- hold a current specialty certification in oncology or hospice palliative care issued by the Canadian Nurses Association, or a pediatric hematology specialty certification from the Oncology Nursing Certification Corporation in USA;
- have completed or in the process of completing all 4.0 course credits towards the de Souza Designation by January 2012. For detailed description on course requirements to obtain a de Souza Designation, please visit <http://www.desouzanurse.ca/de-souza-Designation>

Guidelines and Conditions

Allowable Costs: the financial support for the Clinical Fellowship can be used towards protected time, travel or accommodation costs associated with the proposed clinical fellowship.

Conditions:

- If a recipient fails to complete the identified clinical fellowship program for which the de Souza financial support is granted, a letter of explanation will be required; the funding will be requested to be returned in full. Funds must be used in the year awarded, and cannot be deferred for any reason;
- Recipients are expected to complete all 4.0 course credits and start of the clinical fellowship in the first half year of 2012.
- Recipients who work towards a de Souza Nurse Designation will commit to complete a total of 75 hour clinical fellowship by December 2012;
- Recipients who work towards a de Souza APN Designation will commit to complete a total of 150 hour clinical fellowship by December 2012.
- A written report for the outcome of the fellowship must be submitted by December 2012 to the de Souza Institute.
- Recipients must acknowledge the de Souza Institute's support in any communication or publication related to the fellowship.

- Recipients must consent to publish their name and hometown in de Souza-related communications including but not limited to the de Souza website, press materials such as news releases, fact sheets and backgrounders, newsletters, annual reports and marketing materials such as pamphlets and/or brochures.
- de Souza financial support is non-transferable and must be used solely for the stated purpose.

Review Process and Evaluation

The de Souza Institute Awards Committee is comprised of recognized experts in oncology and/or palliative care appointed by the de Souza Institute. Committee members have demonstrated Clinical excellence and do not have a conflict of interest with applicants and have a breadth of knowledge and expertise in peer review process. All applications are reviewed by the Committee and assessed based on objective indicators.

Indicators include the following:

- Completion status with regard to the required 4.0 de Souza course credits;
- Strength of the proposed clinical fellowship, with regard to
 - applicant's personal growth
 - local needs and
 - potential impact on clinical care when returning back to home institution;
- Past achievement and current dedication to advance and enhance *Oncology and/or Palliative Care*.

How to Apply

To complete your application, the following documents are required:

- Original Application form;
- Copy of the College of Nurses of Ontario (CNO) Registration;
- Copy of CNA certification in oncology, hospice palliative care or ONCC specialty certification in pediatric hematology (CPHON);
- An updated Curriculum Vitae (3 pages Maximum)
 - Education;
 - Employment (Please specify *Oncology or Palliative Care* related clinical experiences and names of the employer);
 - Experiences and awards in research and/or teaching
- A letter of intent:
 - For applicants who work towards a de Souza nurse designation and request a financial support of \$2,500, a one page letter of intent is required on the proposed clinical fellowship, and how this fellowship will contribute to the applicant's personal growth, and meet the local needs when returning to the home institution.
 - For applicants who work towards a de Souza APN designation and request a financial support of \$5,000, a two page letter of intent is required to outline how the proposed clinical fellowship will support clinical, educational, and leadership development of the applicant and how the applicant will translate learning into change of practice in the home institution. Applicants should also include information regarding their proposed evaluation or research project to be implemented in their organization and how this will contribute to the advancement of *Oncology and/or Palliative Care*

Reminder to applicants: Applications must be delivered or courier stamped by **November 18, 2011**. In addition, an electronic copy (in pdf) of the letter of intent must be submitted to de Souza at fellowship@desouzanurse.ca. Incomplete or late applications will not be accepted into the competition. Only one copy of the original application form and attachments are required.

The application package should be sent to:

de Souza Institute Awards Committee
700 University Avenue, HSC 14
Toronto, ON. M5G 1Z5

Contact Information

de Souza Institute
700 University Avenue, HSC 14
Toronto, ON. M5G 1Z5
Email: support@desouzanurse.ca