

**IHS Headache Trainee Programme 2022**

**Information and application form**

**Information for Applicants**

**Introduction**

The IHS aims to encourage physicians from countries listed as World Bank Low-, Lower-Middle- and Upper-Middle-Income countries to visit a specialised headache institution abroad and actively increase knowledge on headache disorders and specialised headache management. It is also intended to spread this knowledge to their home countries without headache infrastructure or expertise. After a clinical training period of up to 12 weeks at a headache centre abroad the award holder is encouraged to return to his/her country of origin in order to apply the acquired knowledge, thus contributing to the advance of patient management locally. Within a supporting phase of 12 weeks the Trainee is afterwards asked to present or discuss cases from their home clinical centres to the headache specialist.

**Length of tenure**

Funding is provided for 8−12 weeks at the host institution.

**Language requirements**

The applicant must be able to communicate well in the language of the host country or in English if the host is agreeable.

**Value**

The award is designed to provide funding to cover the trainee's salary costs, travel and living expenses based on the local economic context of where the programme is taking place. The maximum amount of the total grant is US$ 10,000.

**Funding transparency**

The applicant must declare in advance to the IHS Education Committee if he/she will benefit from any other source of financing to complete the programme, and also declare any funding received after being awarded the programme.

**Essential criteria**

Applicants must meet the following criteria to be considered for a Trainee award:

* The applicant must be a member of IHS (free of charge Associate Membership is possible)
* The applicant should be training in neurology, or have finished neurology training no more than 7 years ago.
* The mentor must be a member of IHS
* The hosting institution must be different from the home institution and in another country
* The applicant should not currently be working with the future mentor. In special cases applications on this basis will be accepted if the current working period has been for less than 12 months
* The grant is restricted only to applicants from countries listed as World Bank Lower-, Lower-Middle- and Upper-Middle-Income countries

**Host organisation**

The host organisation must ensure that the award holder is made aware of his/her responsibilities during the placement. Failure to comply with these conditions may lead to termination of the award and the society reserves the right to recover the funds in part or fully.

**Reporting**

The award holder must submit a final report within 2 months following the end of the programme period. All payments may be recovered if the report is not received within 6 months of the end of the supporting period.

**Insurance**

Any insurance-related matters for the duration of the programme will be the entire responsibility of the award holder.

**Follow up after programme**

After returning to their home country the education committee will support the applicant through educational means where possible.

**Eligible countries**

**Eligible countries are those listed by the World Bank as Low-, Lower-Middle- and Upper-Middle-income countries. The listings can be found** [here](https://datahelpdesk.worldbank.org/knowledgebase/articles/906519)**.**

**Application**

Each application must include:

* Completed application form
* Updated curriculum vitae of the applicant (to include personal data, qualifications, language ability, academic training, clinical experience, research experience, honours achieved, full bibliography and any other material thought to be appropriate)
* Copy of last medical qualification certificate
* Copy of passport
* A reference letter (other than the programme mentor)
* Updated curriculum vitae of the programme mentor
* Confirmation letter of support and acceptance from the host institution or programme mentor (to include a description of the clinical programme, hours of work, type of work, time in the office/hospital, level of patient care)

The application should be included within 1 (one) email, preferably as a combined pdf file.

**Deadline for applications**

The application deadline 30 April 2022.

**Applications and supporting documents should be sent by email to Carol Taylor**: [carol.taylor@i-h-s.org](mailto:carol.taylor@i-h-s.org)

**Data protection**

To meet the society’s obligations for member’s accountability, some details of Awards will be made available on the society’s website, reports, documents or mailing lists.

Protection of any intellectual property will be fully respected. Nevertheless, and with the consent of the award holder, the society may share the results from the programme with its members via its website or owned publications.

Application information will be shared only with the Trainee Award Review Committee, and IHS Officers if deemed necessary.

**IHS Headache Trainee Programme 2022 – application form**

**(application deadline: 30 April 2022)**

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| --- | --- |
| First name |  |
| Last name |  |
| Date of birth |  |
| Place of birth |  |
| Nationality |  |
| Date of completion of neurology training |  |
| Current affiliation |  |
| Institution and Department |  |
| Mailing address |  |
| Phone |  |
| Institutional email address |  |
| Publications |  |
| International journals |  |
| National journals |  |
| Abstracts at international meetings |  |
| Abstracts at national meetings |  |
| Chosen Trainee Programme affiliation |  |
| Institution and Department |  |
| Country |  |
| Mentor |  |
| Letter of motivation/proposal, including the reason for choosing the host institution |  |
| Details of how this programme will benefit your work in your home country |  |

**Return this form and supporting documents by email to Carol Taylor by 30 April 2022**

[carol.taylor@i-h-s.org](mailto:carol.taylor@i-h-s.org)