

Introduction

The University of Calgary Department of Anesthesia and Pain Medicine offers a one year fellowship program in Simulation Education.

This is an academic fellowship with the primary goals of providing intensive instructor training in simulation based medical education. There will be an introduction to medical education research. Instruction into simulation curricular design, implementation and evaluation will be provided. The overarching goal of this fellowship program will be to prepare our fellows to be clinician educators with an emphasis on simulation education.

Schedule

Academic and clinical time will predominantly be split 40% academic and 60% clinical. However, if academic requirements increase then clinical time requirements may decrease. Academic days will allow for mandatory participation in **anesthesia residency simulation programs** which include: anesthesia crisis resource management (ACRM) course, Canadian National Simulation Curriculum (CanNASc) curriculum, simulation bootcamp, managing emergencies in pediatric anesthesia (MEPA) course, and core program simulation activities when required. In addition, participation in **anesthesia staff and allied health professional** simulation activities such as POCM and site specific simulation rounds will be required. Lastly, participation with medical students' simulation activities is encouraged.

As part of your participation in the above mentioned activities you will be required to develop simulation scenarios, learn how to run the mannequin, and help create the simulation calendar for our residents. Importantly, you will learn and implement various debriefing techniques.

Clinical time will be spent being an independent anesthesia consultant in the operating room and preadmission clinic. Your call commitments will be outlined with your appointment letter. Your clinical commitments may occur at any of the adult sites in Calgary including the Foothills Hospital, Peter Lougheed Hospital, Rockyview Hospital and the South Health Campus. The clinical time will serve to maintain and develop your clinical skills as well as provide income to support your fellowship. It is recommended that one site is your primary clinical site.

Formal Educational Opportunities

The fellow will actively participate in the following activities:

1. KidSIM

A. Multi-disciplinary simulation through KidSIM. This includes being an active facilitator in pediatric, emergency medicine, OBGYN, or internal medicine simulation in conjunction with other fellows in the city.

2. Simulator Educator Trainer Course

If not already completed prior to fellowship, it is expected that the fellow attend the Simulation Educator Trainer (SET) Course during their fellowship year – next course is offered in Ottawa Sept 15-17. Please see the RCPSC website for registration and available dates.

3. Advanced Technical and Surgical Skills Lab

Through a close relationship with the ATSSL the fellow will begin understanding the process of program assessment. A project analyzing one of our current simulation programs will be undertaken. Furthermore, the fellow will be exposed to various types of simulation modalities including live animal models.

4. Department of Anesthesia Educational Opportunities

- A. Grand rounds – Friday mornings
- B. Participate in in-situ operating simulations at various hospitals throughout the city
- C. Participate in in-situ operating room simulations

5. Teaching opportunities:

The simulation education fellow will be expected to teach other medical trainees (residents/medical students) in and out of the operating room, including in the high-fidelity simulation laboratory.

Learning Objectives:

1. Develop the simulation curriculum for our anesthesia resident ACRM course
2. Learn various simulation debriefing techniques
3. Participate in various simulation instructor training courses
4. Understand various assessment tools in medical education

Call requirements:

The fellow will be expected to cover call on average of 3 calls per month (including one weekend a month). This number may vary depending on department requirements.

Evaluation Policy:

The fellow will undergo a review every quarter to ensure the program is on track and to address any concerns.

Remuneration:

The fellow's income for the training year is generated through locum assignments in the operating room. During this time the fellow bills for the day as an independent practitioner, as such the fellow will

have to have their own billing number. The locum shifts are assigned to the fellow by the schedulers and can be in any OR.

Locum shifts will be distributed with the goal of maximizing educational benefit and allowing for integration with various sites clinical need. Therefore, the fellow may provide more concentrated clinical coverage during July and August as there is not much simulation education activities occurring during that time. After this initial period locum work will ideally be evenly spread out over the fellowship to allow for attendance at their academic commitments. This will require communication with the fellow and schedulers to ensure that this occurs.

Fellows will need to be available for room assignments for 2 of the 4 high demand periods: Christmas, New Year, and Spring Break. At the start of the fellowship year the fellows are expected to choose which 2 periods they will be available for.

Fellows are responsible for obtaining the billing codes from the surgeon they are working with as well as the appropriate modifiers. Billing slips will be submitted for 3rd party billing (provided by MediCom) to be submitted to AHS. Billing will be paid by AHS into the fellowship account reserved exclusively for anesthesia fellows. Fellows will then be paid out of this account. The above mentioned billing slips are picked up Thursday mornings. Please try to submit your billings every week.

Any WCB payments will come to the AHS account directly. In the rare event that you bill an international patient that payment will be sent directly to you from MediCom and will not be counted in your annual salary or bonus.

For any split-cases (where the case has been split between fellow and another staff) the following procedure will need to be followed:

Scenario 1: You are billing the split-case – you need to write down on the billing slip that it is a split case and the name of the other staff and the times each person was involved in the case. This is in addition to the regular billing info. Once the total amount has been deposited in the AHS account you will be paid ‘extra’ and will need to write a cheque to the other staff.

Scenario 2: The other staff is billing the split-case – You must still fill in the above information but importantly note clearly on the billing slip that the the other anesthesiologist will be billing and submitting to AHS. Once that anesthesiologist has given you a check then we will subtract that amount from your next monthly payment.

Fellow salary: \$95,000 (a bonus of \$5,000 will be paid to the fellow once the fellow has billed \$175,000 and costs are covered).

Fellows will be paid a yearly salary of \$95,000.00. This will be paid out monthly at the end of each month.

Please refer to your fellowship Letter of Offer for details regarding remuneration.

Additional income:

This is any income generated by the fellow above the **salary and associated costs (\$95,000 + \$5,000 = 100,000)** and this will be transferred to a University of Calgary Research Account.

Additional income will be divided in a tiered manner, with the first \$75,000.00 to be deemed the non – clinical support amount, any additional amount after \$75,000 will be deemed to be the bonus eligible amount.

Non-clinical support amount:

The non-clinical support amount will be allocated to expenditures in support of the academic mission of this fellowship program. These expenditures may include but are not limited to:

- Support for educational courses – including registration, transport and accommodation at the SET course
- New simulation equipment purchases
- Support for the operating budgets of KidSIM, FEAST and E-SIM
- Reimbursement of conference attendance (SET)
- Support for statistical advice and research support
- Honorariums for selected visiting professors

The fellowship program director (PD) will determine and approve these expenses based on the needs of fellow and the fellowship program. The fellowship PD will provide a report of these expenses to the fellowship academic council on a bi-annual basis. There is a fellow representative on this committee.

Bonus Eligible Amount:

Fifty percent (50%) of any income generated above the salary/associated cases and the non-clinical support amount (ie: >\$175,000) will be paid to the fellow as a bonus. This will occur in October following the successful completion of the fellowship. This will allow for the majority of the billings to be received and accounts to be balanced. The remaining 50% of the billing income will transferred to the University of Calgary Research Account and will be allocated in accordance with the rules for the non-clinical support amount.

Fellows may elect to request additional locum assignments during their vacation time. All billings during this time will be deemed as **bonus eligible amount** and allocated as per the rules of these amounts.

Fellows may also elect to use vacation time to work at a hospital outside Alberta. The specifics of such arrangements are the responsibilities of the fellow and any income generate outside of Alberta would not go through the AHS fellowship account and would not be subjected to any retention of funds.

Tax and Health Insurance

No income tax will be paid or held by AHS so plan to set aside an appropriate amount of your salary and bonus payments to account for this.

No health insurance is provided by AHS or the Simulation Fellowship program. We encourage you to organize this yourself if you need it.

ABSENCES FROM CLINICAL WORK

Vacation: fellows are allotted up to 4 weeks (including weekends) of vacation during the fellowship year. Vacation requests should be submitted to the scheduler. Please advise your fellowship director as well.

Conferences: fellows are encouraged to attend relevant conferences. Attendance at these events will be allowed without the use of vacation time for up to 5 weekdays. Additional time off may be possible if the fellow is presenting/speaking at a conference.

Leaves of Absence (LOA): The PGME LOA policy can be found at <http://wcm.ucalgary.ca/pgme/current-trainees/residency-training-policies> under the tab 'Leaves of Absences'. Special leave will be granted by the fellowship director in accordance with PGME/AHS/RCPC policies. The general rule is that any LOA greater than 2 weeks (accumulative) will require extension of training.

Termination of Fellowship: Refer to fellowship Letter of Offer.

Any questions or concerns can be directed to either Dr. Megan Hayter