Number of Fellowship Placement Openings:
- 4 total positions funded; 2-year fellowship positions
  - 2 positions funded each year for a continuous 2-year fellowship
    - Individuals can either have an MD/DO degree or another clinically oriented doctoral degree

Clinical Areas of Focus:
- MD or DO
  - Aging related care in geriatric diseases/syndromes, health services, pop health
- Other clinically oriented doctoral degree holders: PhD, DNP, PharmD (US Citizen)
  - Aging related care in geriatric diseases/syndromes, health services, pop health, neuropsychology, pharmacy, or nursing

Split of VA and UW Positions:
- All current positions are 100% VA positions:
  - Total hours in non-VA should not be greater than 1/6 of time OR 6.50 hours/week
- Proposed positions, if specific UW clinical or research time is desired, will allow between 95% - 50% VA funding, with the remaining covered by UW/UW Health funding (must have approved appointment within the Division of Geriatrics):
  - On-call duties would only apply if the fellow were both a geriatrician and if she/he has a dedicated % UW/UW Health appointment
  - Examples of split appointments and designated non-VA hours:
    - 95% VA & 5% UW/UW Health: Total non-VA hours should not be > 8 hrs/wk
    - 50% VA & 50% UW/UW Health: Total non-VA hours should not be > 20 hrs/wk
- Clinical vs. Research Activities:
  - Geriatric clinical care experiences are an essential element to the Advanced Fellowship but can comprise no more than 25% of total activities
  - The majority of time must be spent at VA sites for both clinical and scholarly pursuits.
  - The remaining 75% of time will be dedicated to research activities, with a significant portion of the research done at the VA (higher than zero). All efforts should be made to reach out to VA research grants outside of the GRECC if there are limited VA research grants within the GRECC.
- Documented Learning Plans:
  - Each fellow will have a mentor and a documented learning plan.
  - The applicant’s proposed research project and areas of interest will be included in the documented learning plan that provides visibility to the 25/75 clinical/research activity time and the % of time spent at VA sites vs. UW sites.
- Mentor and Fellow Evaluations:
  - Mentors are required to provide quarterly feedback on the advanced fellow through standardized evaluations and annual face-to-face in person evaluations. Based on feedback, monthly evaluations may be recommended by the Associate Director.
  - Advanced fellows will provide quarterly feedback on their mentors through standardized evaluations.
Advanced Fellowship Application Timeframe:
- Applications should be submitted 6 months in advance of the official start date for available open fellowship positions each year. Applicants interested should submit an application as soon as possible, 6 months in advance of the anticipate start date.

Advanced Fellowship Application Process (same for VA or UW positions):
- Letter from applicant to include:
  - Applicant’s areas of interest
  - Applicant’s proposed research project
  - Applicant’s proposed clinical activities
  - Current CV
  - Letters of recommendation (2 separate letters; 1 letter is required to be from a mentor)
    - MD Applicants:
      - Strong clinical background
      - Interest of research
      - Identified mentor
      - In what capacity is there an interest in serving veterans
    - PhD or Other Clinical Applicants:
      - Scholarly abilities
      - History of publications and presentations
      - Organizational and time management skills
      - Identified mentor
      - In what capacity is there an interest in serving veterans

Applicant Interview Process:
- Interviews of applicants will be conducted with a panel of interviewers to include:
  - Dr. Sanjay Asthana, Dr. Elizabeth Chapman, Charity Frey, and Toni Hofhine
  - Debra Swann, Advanced VA Fellowship Coordinator, will coordinate applicant interviews
- Interviews will be 1 hour in length and consist of standardized questions
- Following the interviews, the panel will review and choose the final applicants offers will be made to
- Dr. Elizabeth Chapman will make the offers to the final applicants or select a designee

Onboarding of Advanced Fellows:
- A period of 4 months is needed to credential and onboard all advanced fellows
Advanced Fellowship Benchmarks:
- 3 Months
  - Fellows will complete their research proposal
  - UW MD/DO fellows only will begin on-call patient support within the Division of Geriatrics
- 6 Months
  - Fellows will obtain IRB approval on their research proposal
- 1 year
  - Fellows will submit their presentation to a meeting to present and discuss their preliminary research work
  - Fellows will complete a journal club presentation as part of the Division of Geriatrics didactics educational program
- 2 years
  - Fellows will submit 1 manuscript for publication to a journal
  - Fellows will complete a presentation in the Geriatrics Grand Rounds

Annual Expense Stipends:
- A separate VA and UW stipend is available to cover educational and travel expenses.

Offboarding:
- Resignation from the fellowship will require:
  - A signed letter from the fellow with last date of work specified
  - Delivery of the letter no less than 60 days prior to last day of work
  - Communication of the letter to Dr. Elizabeth Chapman