

2025 Management Bracco Fellowships GUIDELINES

1. Eligibility requirements for fellows:

Applications were accepted from young radiologists, residents in the last years of training or recently board-certified radiologists. Together with the ESOR curriculum vitae (CV), a motivation letter and a proposed topic, at least one confirmation letter from a chosen training centre had to be submitted. The applicant must be Full member, Member in training and Corresponding member of ESR.

Each fellow was requested to propose one topic only. The applications were carefully evaluated by the ESOR Committee. The following aspects were taken into consideration:

- previous experience in the field of application
- quality of the proposed topic/project
- possibility of the applicant to become a country luminary in the field
- the degree of motivation
- letter(s) of support
- qualities of his/her CV

2. Communication (training centre, trainee, ESOR Office):

According to the data submitted, the evaluation committee did its utmost to come up to the trainee's expectations regarding the choice of the training centre. **It is responsibility of the selected fellow to communicate to the assigned training centre the success in obtaining the grant.** The ESOR Office, Mrs. Isabella Davicino (isabella.davicino@myesr.org), should be copied in any relevant correspondence. The training must start and should be completed in the first half of 2025.

It is the fellow's responsibility to communicate with the centre regarding the details of the training and whether more responsibilities than observer status can be obtained. ESOR solely acts as facilitator and coordinator between the training centre and the trainee.

3. Programme:

The aim of the management fellowship is to understand the multi professional organization of radiology departments (roles and responsibilities of the different professionals involved) in any of the following items: to learn workload issues and benefits, to get to know the common tools used to analyse the main key performance indicators, to audit a radiology department, to be able to evaluate professionals, to check for equipment updates and duty cycle, to be aware of the economic issues, and to understand the patients' needs and satisfactions and to be aware of safety concerns. The fellowships must take place in the first half of each year (January to June).

4. Duration of fellowship:

The fellowship is a two-month training and ends after this period. A prolongation on an official ESR/ESOR basis is not possible. If the respective training centre intends to employ the fellow as trainee or offer an additional fellowship it is a decision absolutely besides the ESOR project. The training must start in the first half of the year and must be completed by **June 30th, 2025**.

5. Language:

Each fellow is expected to have proficient knowledge of the English language. The training has to be offered in English, except if the fellow speaks the language of the training centre. In non-native English speaking training centres teaching would be in English, while major radiological conferences and reporting may be in the local language. Some knowledge of the local language may be an advantage.

6. Financial issues:

Each fellow will receive a grant upon completion of the training, delivery of a final report (signed both by the fellow himself/herself and his/her tutor) and submission of original flight tickets and accommodation

receipts. The grant (€2.500,-) is intended to contribute in part to travel and accommodation expenses during the training period. ESOR cannot guarantee that the grant will cover these costs in full. During the period of the training the fellow is responsible for covering his/her expenses and his/her own health insurance. The training itself is offered for free. Kindly note that in order to be eligible for the grant payment of € 2.500, — all final documents (final report, expenses receipts and grant form*) **MUST** be submitted immediately after the end of training.

** The Grant Form will be provided in due time by the ESOR Office*

7. Report:

Final report:

After completion of the training period each fellow is requested to submit a detailed final report, signed by the tutor and the fellow. Furthermore feedback may also be added by the tutor. The detailed final report should describe the theoretical and practical experiences gained throughout the training period. We would additionally welcome views as to what degree the expectations were fulfilled.

The following structure could be used:

- name:
- topic:
- training centre:
- training period:
- head of department (first name, last name, e-mail address):
- tutor(s) (first name, last name, e-mail address):
- introduction:
- daily activities/schedule:
- any publications submitted to which journal(s):
- any abstracts submitted to which congress(es):
- other activities:
- final comments (e.g. experience, benefits,...):
- acknowledgments (optional):

General report:

In addition to the final report, which has to be submitted as soon as the training is finished, fellows are requested to provide the ESOR Office with a general report.

The following structure could be used:

- hospital in home country:
- topic:
- training centre:
- a brief description of your experiences, benefits, etc. (approx. **100 words**)

Photo:

Furthermore each fellow is asked to send us a portrait photo meeting the following requirements:

File Format: **JPG**

Size: no less than **5x5 cm**

Resolution: **300 dpi**.

ESOR is publishing an annual report with all ESOR activities of the respective year. The general report and the photo will be printed in the ESOR Annual Report.

8. ESOR Bracco Fellowships – certificate of completion

Upon receipt of the final report by the fellow as outlined above, a certificate of attendance will be issued by ESR/ESOR.