Application for an Educational Visit Grant

EULAR Health Professionals in Rheumatology

The EULARHealth Professionals Committee brings together representatives of Health Professionals in Rheumatology (HPR) working in the field of rheumatology from across Europe, including nurses, physiotherapists, occupational therapists and many others. The Committee aims to support health professionals, their organisations and networks in Europe and to promote high-quality evidence-based practice in therapeutic intervention to ensure that people with arthritis and rheumatism in Europe receive the best possible care. With the Educational Visits programme, EULAR seeks to promote good practice and share skills and learning among health professionals in rheumatology in Europe.

Applications for a EULAR Health Professionals Educational Visit Grant are accepted every year by latest end of March and end of September for evaluation. The Committee may award grants to an allied health professional other than physician working in the field of rheumatology to enable him/her to carry out an educational visit to colleagues in another EULAR member country. Educational visit grants amount is between EUR 750 to a maximum of EUR 1,500 Euro each (the annual total amount granted is EUR 15,000). Receipts for expenditure need to be provided at the end of the stay.

Only health professionals other than physicians who work predominantly in the field of rheumatology are eligible for this award. Applicants should demonstrate in their application that the visit will bring benefit to allied health professionals in rheumatology and to people with arthritis and rheumatism in their country.

Please note that applicants are responsible for identifying a host centre and for obtaining agreement that the centre is willing to host a visit beforemaking the application.

Please submit this application to EULAR School platform on the designated page before the deadline indicated on the EULAR website.

Please note: you will be expected to submit a **detailed report (1-2 A4 pages) of your visit** for circulation with the Committee and possibly publication in the HP Newsletter. You may also be asked to present your report at a future EULAR meeting.

The report should include:

* A description of the experiences
* A summary of planned learning objectives – and key learning points from the visit that address these
* Reflection on how the visit might inform practice in the home country
* Describing a brief plan for implementing any changes that might arise

**Application for HPR educational visit grant**

**Personal**

|  |  |
| --- | --- |
| Name |  |
| First name |  |
| Home address |  |
| Work address |  |
| Telephone |  |
| E-mail |  |

**Job description**

|  |  |
| --- | --- |
| Profession |  |
| Department |  |
| Current post (short description) |  |
| Current supervisor |  |

**Centre to be visited**

|  |  |
| --- | --- |
| Name of centre to be visited |  |
| Supervisor |  |
| Time frame of the training |  |
| Aims |  |
| Objectives (and how they are to be achieved\*) |  |
| How do you think your visit will bring benefit to HPRs and to people with RMDs in your country? |  |

**Budget**

|  |  |
| --- | --- |
| Estimated travel costs |  |
| Estimated accommodation costs |  |
| Other |  |
| Total grant requested **(The exact amount will be reimbursed upon submission of all receipts)** |  |

|  |  |
| --- | --- |
| Remarks |  |

I confirm that the information I have given is accurate to the best of my knowledge and accept the terms under which the grant is awarded (See appendix).

Place, date:       Signed:

Terms and Conditions for EULAR Educational Visits Bursary for Health Professionals in Rheumatology

1. Eligibility

* The bursaries are awarded to health professionals other than physicians working in the field of rheumatology.
* Applicants must be members of the Health Professionals in Rheumatology (HPR) organisation listed by EULAR. Bursaries will not be granted to applicants currently participating in a visiting programme abroad.

## 2. Objective

## The objective of the bursaries is to improve the standard of research and care for Health Professionals in Rheumatology (HPR) and to foster collaboration across country borders and clinical units within Europe.

## 3. Host Institution

## The recipient must identify a host institution in another EULAR country and provide proof of acceptance from the host institution.

## 4. Financial Management

## Each bursary ranges from EUR 750 to EUR 1,500.

## The total annual amount granted is EUR 15,000.

## Recipients must provide receipts for all travel and accommodation costs incurred during the educational visit, the exact amount will be reimbursed up to the maximum amount specified in the grant application form.

## Recipients must maintain accurate financial records and provide access to these records upon request for auditing purposes.

## 5. Reporting Requirements

## Recipients must submit a final report to the EULAR School of Rheumatology, reflecting on their achievements during the training period. These reports should detail the use of funds, skills acquired, and any challenges encountered.

## 6. Compliance with Laws and Regulations

## Recipients must comply with all applicable laws and regulations of the host country. This includes, but is not limited to, financial reporting, employment laws, and ethical standards.

## 7. Modification of Terms

## Any changes to the terms and conditions must be agreed upon in writing by both EULAR and the recipient. Unauthorised changes, such as altering the training dates, changing the host institution, or modifying the outlined topic, may result in the termination of the grant.

## 8. Termination

## EULAR reserves the right to terminate the grant if the recipient fails to comply with the terms and conditions. In the event of termination, the recipient may be required to return any disbursed funds.

## 9. Evaluation and Feedback

## Recipients may be asked to participate in evaluations or provide feedback on the grant process to help improve future grant programs.