

<p><b>UNIVERSITY OF CAMBRIDGE</b></p> <p><b>DEPARTMENT OF VETERINARY MEDICINE</b></p>
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**SENIOR CLINICAL TRAINING SCHOLARSHIP IN VETERINARY  
ANATOMICAL PATHOLOGY  
AVAILABLE 1 JUNE 2018**

**Queen's Veterinary School Hospital and Diagnostic Pathology Laboratory at Rossdale  
LLP, Newmarket**

**1. Scholarship application procedure**

Scholarship applicants should supply the following documents:

- A scholarship application form
- A Curriculum Vitae
- A covering letter giving reasons for wishing to undertake the Scholarship

References may be taken up early in the selection process in order to facilitate shortlisting for interview. Scholarship applicants should indicate if this is likely to cause any difficulty with a current employer.

Applications should be sent via e-mail to [vetmed@hermes.cam.ac.uk](mailto:vetmed@hermes.cam.ac.uk) with the above documents as attachments, no later than 11 March 2018.

Interviews for the Scholarship will be held on 22 March 2018.

**2. Selection criteria for applicants**

The following are essential:

- Either Membership of the Royal College of Veterinary Surgeons, or possession of a veterinary degree that qualifies the holder for Membership of the RCVS
- Either successful completion of twelve months' experience of diagnostic pathology, or at least two years' experience in practice
- Experience of working, and willingness to work, as part of a team
- Willingness to seek, and to accept, guidance and supervision
- Ability to prioritise tasks and demands
- Excellent communication skills, both verbal and written
- Ability to deal with a wide range of people, excellent interpersonal skills
- A good understanding of the professional context of veterinary medicine

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**Training Programme**

***Duration***

One year in the first instance, renewable for periods of one year up to a total of three years.

***Aims of Senior Clinical Training Scholarship (SCTS)***

The aim of the Scholarship is to train a recent veterinary graduate in diagnostic pathology / histopathology. Valuable experience and instruction will also be given in teaching, presentation skills, and clinical research.

***The Scholar will be under the direct supervision of:***

Prof Alun Williams BVMS PhD FHEA DipECVP MRCVS, Chair of Veterinary Diagnostic Pathology

Dr Fernando Constantino-Casas MVZ PhD FRCPath RCVS Specialist, University Pathologist Diagnostic Team Leader and Anatomic Pathology SCTS Co-ordinator

Dr Kate Hughes BSc (Hons) BVSc PhD FRCPath DACVP MRCVS, Lecturer in Veterinary Anatomic Pathology

Dr Alastair Foote MA, VetMB, PhD, FRCPath, MRCVS, Veterinary Pathologist and Partner of Rossdales LLP, Newmarket

***Time allocation***

The SCTS will be based in Cambridge, UK, and at Rossdales Laboratories, Newmarket, UK, fifty per cent of time at each site.

***Study Time***

There will be a total of 6 weeks study leave a year. Study objectives will be discussed with the supervisor and will be set out for each year of the scholarship.

***Timetable***

The training programme for the SCTS will be based at the Pathology Laboratory at the Queen's Veterinary School Hospital, University of Cambridge and at Rossdales Laboratories, Newmarket. Training will be arranged to meet the current requirements of the European College of Veterinary Pathologists, American College of Veterinary Pathologists, and the Royal College of Pathologists. The specific requirements for each College can be found on the College's websites. The training will be based largely on the provision of pathology service work for the Queen's Veterinary School Hospital, and material submitted by veterinary practitioners and to Rossdales Laboratories, Newmarket. Experience will be provided in all aspects of diagnostic pathology work including post mortem and histological examination of all common domestic species, laboratory animals and some zoo animal species. At Rossdales LLP, Newmarket, most cases seen are equine cases.

In the first year there will be close and continual supervision by Professor Williams, Dr Constantino-Casas, Dr Hughes, and Dr Foote. In the second and third year, the SCTS will be encouraged to

become more independent, depending on progress. Advice and supervision will still be provided, but the aim is to achieve a good level of independence by the end of year three.

***Department Structure and SCTS Training***

The Department has well-established and highly successful SCTS programmes with an outstanding achievement for specialist qualifications of the European Colleges and the Royal College of Pathologists.

***Teaching and Continuing Professional Development***

The SCTS will be expected to attend the day release courses organised by the University of Cambridge on teaching and learning in higher education. These courses deal with education methods (lectures, seminars and small group teaching, etc.) for lecturers involved in tertiary education. There are also computer and audiovisual courses available.

Scholars have to prepare and attend presentations given by and to members of the Department for critical appraisal by colleagues in the Hospital.

***Research Programme***

The SCTS will be required to undertake a research project in an area of diagnostic pathology of his/her choice and will be expected to publish the results in a refereed journal. The research project will be agreed between the SCTS, the Supervisor and the SCTS Research Advisory Panel.

***Undergraduate Teaching Participation***

The SCTS will be expected to assist in post mortem practical classes, seminars, and other teaching sessions within the Department.

***Publications***

The SCTS will be expected to prepare and publish at least two scientific papers in refereed journals during the programme.

***Examinations***

The qualifications that the applicant will study for are the European Diploma in Veterinary Pathology, American Diploma in Veterinary Pathology, and/or Fellowship examinations (Parts 1 and 2) of the Royal College of Pathologists.

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**TERMS AND CONDITIONS**

The Scholarship is for one year in the first instance, renewable for periods of one year up to a total of three years. The Scholarship is subject to an initial monitoring period of six months, and to review on an annual basis.

The annual award for a Scholarship awarded with a start date between 1 October 2017 and 30 September 2018 is:

Year 1 £22,456

Year 2 £22,956

Year 3 £23,456

The Scholar will be required to enrol for an appropriate postgraduate qualification (e.g. ECVP Diploma). Study leave will be allocated according to the guidelines of the specific postgraduate qualification.

The purpose of the Scholarship is to enable the Scholar to receive a full-time training under the direct supervision of clinical academic members of staff, and to gain the clinical caseload, research and teaching experience that is prescribed as a prerequisite for undertaking the examinations for the postgraduate qualification for which s/he is enrolled.

The Scholar will be assigned a Clinical Supervisor, who will take responsibility for overseeing all aspects of the training of the Scholar.

The Scholar will be required to undertake the clinical duties (including out-of-hours duties and first opinion practice duties) necessary to gain the appropriate training.

CPD opportunities may arise during the course of the Scholarship and the Scholar will be authorised to undertake these if deemed necessary and approved by the Clinical Supervisor.

The Scholar's research project will be agreed between the Scholar, the Clinical Supervisor, and the SCTS Research Advisory Panel.

The Scholar will be required to participate in undergraduate, and occasionally postgraduate teaching, as directed by the Clinical Supervisor.

The Scholar and the Clinical Supervisor will meet on a monthly basis during the initial monitoring period, in order to establish training targets and to discuss the Scholar's progress.

Details of targets and progress will be recorded on a monitoring form that will be signed by the Scholar and the Clinical Supervisor, and submitted to the Pathologist in charge of the SCTS programme.

At the end of each year a written report on the Scholar's progress will be made by the Clinical Supervisor to the Pathologist in charge of the SCTS programme.

The undertaking of external professional activities will only be permitted in exceptional circumstances, and must be discussed with, and approved by, the Clinical Supervisor and the Pathologist in charge of the SCTS programme, and must not interfere with Scholarship duties.

An annual allowance of up to £500 is available to contribute to the cost of CPD.

The Hospital does not pay for examination fees, and the Scholar is expected to cover these herself or himself.

### **1. Teaching, Demonstration and other Paid Work**

A Scholar may undertake teaching and demonstrating in the University and the Colleges, subject to the Clinical Supervisor's approval, provided that the total demand on their time, including time spent in preparation, does not normally exceed six hours a week.

### **2. Holiday entitlement**

Not more than 28 days' holiday, including public holidays, may be taken in each year of the Scholarship. On a public holiday, clinical and out-of-hours duties will be undertaken on a rota basis, and in this case it will be possible to take a day's holiday on an alternative date. In the event that the Scholarship ends early, holiday will be on a pro rata basis. Holiday cannot be carried forward from one year of the Scholarship to another, except in exceptional circumstances and with advance approval from the Clinical Supervisor.

### **3. Sickness absence**

If the Scholar is absent through illness for more than one week, the Clinical Supervisor should be informed, and medical certificates should be forwarded to the Pathologist in charge of the SCTS Programme.

During absence covered by medical certificates in any one year of the Scholarship, payment of the Scholarship will be continued at the full rate for four weeks. In the case of absence through sickness for periods exceeding four weeks, the continuation of the Scholarship will be considered in the light of the circumstances of the individual case.

### **4. Interruption of Training**

Scholars are expected to complete their training in a single continuous period. No requests for interruption of training will be approved for the purposes of employment, temporary lectureships, exchanges, voluntary service overseas, or expeditions/sports.

Requests for interruption of training for reasons of maternity will be considered in the light of individual circumstances.

Requests for interruption of training arising out of other personal or family reasons will receive sympathetic consideration.

There will be no entitlement to payment of the Scholarship award during periods of interruption of training.

## **5. Reporting**

The Scholar will be required to participate in monthly meetings with the Clinical Supervisor during the initial monitoring period. If these meetings reveal any deficiency in the academic or professional progress of the Scholar, a written warning and advice on correction of the deficiencies will be given. The Scholar will be encouraged in these circumstances to seek the advice and support of a senior clinician unconnected with her/his training. Failure to remedy the deficiencies may lead to termination of the Scholarship on the advice of the Clinical Supervisor and the Pathologist in charge of the SCTS programme.

The Scholar will be required to provide a written report and undergo an oral assessment at the end of year one and at the end of year two of the award, in order that satisfactory academic and professional progress may be assessed. Unsatisfactory progress may result in the Scholarship not being renewed.

## **6. Termination of Awards**

The award of the Scholarship may be terminated summarily in the absolute discretion of the University during the initial monitoring period. Thereafter the award of the Scholarship may be terminated by the failure of the Scholar to make satisfactory academic or professional progress as identified by the reporting procedures described in 5 above.

The award of the Scholarship may be terminated by the failure of the Scholar, after a written warning, to comply with the terms and conditions of the Scholarship.

In the event of the termination of an award the Scholar will have the right of appeal to an independent panel consisting of the Dean of the Veterinary School, and another senior member of staff chosen by the Strategy & Executive Committee from the panel of senior members appointed for this purpose by the Strategy & Executive Committee.

In the event of termination of an award, a Scholar will, wherever possible, be given reasonable formal written notice of the date on which the training will be deemed to have ended.

## **7. Income Tax**

The award of a Scholarship is not normally regarded as income for income tax purposes. It should be noted that earnings from sources such as teaching and demonstrating received during the final year of the award will be aggregated with income from post-award employment when income tax liability is assessed for the fiscal year in which the award terminates.

## **8. National Insurance**

The University of Cambridge will not make any payment for National Insurance contributions in connection with any paid teaching or demonstrating undertaken by the student.

## **9. Intellectual Property Rights**

Subject to the circumstances set out below in this clause, all intellectual property, know-how, results, documents, and other information generated by the Scholar in the course of research (“Activities”) undertaken during the period of the Scholarship (“the Results”), shall be owned by the University of Cambridge, and by signing these Terms and Conditions the Scholar undertakes to do all such things necessary to vest the Results and all rights therein, in the University.

In the circumstances where the Scholar is working on Activities which are wholly or partly funded from grants held by another institution, the ownership of intellectual property, the rights to exploit that intellectual property and any commercial benefit derived from such exploitation, will depend on the contributions of the parties and any existing third party rights and will be subject to a separate agreement entered into by all the parties (the University, the Head of Department, the Clinical Supervisor, the Sponsor where relevant and the Scholar).

## **10. Communications to Press, Radio and Television**

Communications to the press, radio or television, expressing personal views, excluding scientific communications to the scientific and veterinary press, may not be communicated from the Department’s address or using the Department’s name except by the prior permission of the Head of Department.

The consent of the Head of Department is required before expressing views in public on matters connected with the work of the Department of Veterinary Medicine.

## **11. University Policies**

Scholars are required to conform with all published policies of the University relating to Health and Safety, Dignity at Work, Equal Opportunities, Use of Computer Facilities Email and the Internet, Smokefree policy, Data Protection Act Guidance for Staff, and any other similar policies issued by the University from time to time.

## **12. No dogs on site policy**

Please note that it is the Department’s policy that members of staff, clinical training scholars and students joining the Department are not allowed to bring dogs on site.

## **13. Standard Operating Procedures**

Scholars are required to follow the Standard Operating Procedures of the Queen’s Veterinary School Hospital and its diagnostic laboratories.

## **14. Professional qualifications and MRCVS**

The Scholar must hold a veterinary degree recognised by the Royal College of Veterinary Surgeons, and upon commencement of the Scholarship provide proof (in the form of a registration number) of Membership of the Royal College of Veterinary Surgeons.

**SCTS 1****Scholarship Application Form****Senior Clinical Training Scholarship**

Title of Scholarship for which you are applying	
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**PERSONAL DETAILS**

Forename(s)	Surname	Title
Current Address:  Post code:	Contact details: (1) Daytime telephone:  (2) Mobile:  (3) E-mail address:	

**PROFESSIONAL REGISTRATION**

Are you a registered member of the Royal College of Veterinary Surgeons?	YES / NO	If YES, please give registration number:
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**REFERENCES**

References should normally include your present employment (or your most recent employer), or course tutor if currently a student or intern
Name
Position
Address
Telephone number
E-mail address
Do we have permission to contact this referee before the interview? Yes <input type="checkbox"/> No <input type="checkbox"/>



### Second Reference

Name
Position
Address
Telephone number
E-mail address
Do we have permission to contact this referee before the interview? Yes <input type="checkbox"/> No <input type="checkbox"/>

### Third Reference

Name
Position
Address
Telephone number
E-mail address
Do we have permission to contact this referee before the interview? Yes <input type="checkbox"/> No <input type="checkbox"/>

### APPLICANT DECLARATION & DATA CONSENT

- I confirm that the information I have given in this Scholarship application form for a Senior Clinical Training Scholarship and all supporting documents is correct and complete
- I understand that the University of Cambridge will carry out a verification process and will check all or any of the information provided on the Scholarship application form, given in references and presented as proof of identity
- I agree for release of information under the provisions of the Data Protection Act 1998
- I attach a curriculum vitae and covering letter to this application form

Signature .....

Date .....

Please tick below to indicate where you saw the advert for this Scholarship:

- Veterinary Record
- Veterinary Record website
- ECVP website
- Department of Veterinary Medicine website

University of Cambridge website

jobs.ac.uk

Other (please specify)

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