Medical Student Anesthesia Research Fellowship
2021 Host Frequently Asked Questions

1. What is the MSARF Program
    a. FAER's Medical Student Anesthesia Research Fellowship (MSARF) program provides funding to support medical students to spend a summer engaged in anesthesiology research, training in scientific methods and techniques, and learning how to incorporate research into a medical career. Most applicants are first year medical students (so they participate as rising second years), although some third-year students apply to complete the program during the summer of their fourth year, when they have elective time. Through the MSARF program, FAER strives to provide medical students with a variety of research opportunities at locations with high-quality research and teaching environments. Academic anesthesiology departments that host MSARF students provide unique opportunities to medical students interested in anesthesiology. Host departments benefit from access to outstanding students selected from a competitive pool and the opportunity to showcase the quality of their program to future resident applicants.

2. Applying for the FAER MSARF Program as a Host
    a. When does the MSARF Host application cycle open?
        -   September 15, 2020
    b. When is the MSARF Host application due?
        -   October 31, 2020
    c. Who at the institution is involved in the FAER MSARF program?
        -   Anesthesiology Department Chair
        -   Anesthesiology Department PI (MSARF Program Director): Responsible for assigning the MSARF student to an approved mentor, overseeing the mentor and project selection, and ensuring submission of the FAER Confirmation of Arrival (COA) Form.
        -   Student Education Faculty Member – Responsible for connecting the medical student to clinicians who will provide meaningful shadowing or other clinical opportunities and ensuring that the student has a good fellowship experience.
        -   Primary MSARF Administrator - Acts as the liaison between the MSARF student and the institution, department, and faculty. This person is also responsible for receiving FAER communication regarding the MSARF program/student.

- Institutional Financial Officer – This person is responsible for receiving and applying the FAER funds on behalf of the Host institution.
- MSARF Student Mentor: Responsible for supervision of the student's research experience, including assisting the student in selecting a project, ensuring the student is actively involved in their project, assisting with the abstract submission process, and preparing the student for their presentation at the FAER MSARF Symposium. The Mentor should coordinate with the Student Education Faculty Member and MSARF Program Director to ensure the student has access to educational and clinical opportunities and feels welcomed in the department.

d. Who reviews the submitted Host Applications?
- Applications are screened by FAER Staff and reviewed by a committee made up of members of the FAER Board of Directors and Academy of Research Mentors in Anesthesiology.

e. How are Host Department applications reviewed?
- In 2020, the FAER Board of Directors revised the criteria used to determine a department's eligibility to serve as a Host Department. The review process now focuses primarily on the quality and experience of proposed mentors. Approved mentors will have latitude in determining, in consultation with the student, which project would best serve the student's interests and research experience.

f. Why does the application still require descriptions of potential student projects?
- Host departments must still submit potential projects as a resource for students to use in determining which programs to rank in their application.
- Due to the impact of COVID-19 on our 2020 program, we ask that mentors guarantee that when matched with student(s), there will be a virtual project available to them if needed.

g. What is the selection and match process for the MSARF Summer Program?
- Student applications are screened by FAER Staff and reviewed by a committee made up of members of the FAER Board of Directors and Academy of Research Mentors in Anesthesiology. During the application process, students are asked to list their top five desired institution placement options. After the student applications are scored and ranked, placement preference is given to the highest-ranking applicant. Match consideration will be made based on the site availability relative to the student's ranking of preferred sites.

h. Can students accept a second summer research fellowship (e.g. T35) in addition to the FAER fellowship?
- No. Students may not participate in a second fellowship in addition to the FAER MSARF program. If accepted to a second program, they are required to choose between them. This is the policy for T35 programs as well.

i. I'm working with a T35 student this summer. Are they allowed to participate in the FAER MSARF Symposium?
- Yes. See ASA Annual Meeting FAQs below for details on abstract submission. Note that the mentor / department is responsible for student travel and FAER

will not provide any travel stipend for these students. T35 students are not eligible for abstract awards.

3. Student & Institution Match
   a. When is the matched announced?
      - Match notifications are announced by March 15, 2021.
   b. How do we start the onboarding process?
      - Students are instructed to contact the Primary MSARF Administrator by April 2, 2021 to begin the onboarding process.
      - Prior to the student's arrival, Host departments begin discussion with their respective Human Resources department personnel about this program so they can complete all necessary steps to facilitate the appointment.
      - Complete any paperwork necessary to facilitate payroll systems requirements, thus ensuring that the student is paid on a regular and consistent basis.
      - Obtain permissions for the student to access required computer systems, labs, etc. as identified for the research experience.
      - Obtain name badge or other identification materials for the student to gain access to campus or for security purposes.
   c. How much funding is awarded per student?
      - FAER will issue a check in the amount of $3,200 to the Host department to offset the student stipend. When the department has agreed to sponsor a second student, the department is responsible for that student's stipend, which also must be $3,200. FAER will issue a check in the amount of $1,000 to the Host department to help offset the expense.
   d. Can the MSARF Student change their start date?
      - FAER strongly recommends the student adhere to the dates that were provided in the application. However, if the student needs to change the date, they may coordinate with the host department and the FAER office. Any change of date must reflect the eight consecutive week requirement of the program.
   e. When and where is the FAER payment sent?
      - The payment will be sent to the Host institution's financial officer after the student arrives and the "Confirmation of Student Arrival" form is submitted to FAER by the COA Submitter. This form should be submitted within one week of the students start date.

4. Program Expectations
   a. What are the Host Institution's responsibilities?
      - Provide approved mentor and project for medical student. Assign each MSARF student placed at your institution to a separate project from other students.
      - Provide 15% clinical anesthesia exposure (such as OR, Pain, OB, Critical Care).
      - Facilitate an opportunity for the medical student to present at a didactic activity.

- Facilitate a contact at the student's medical school to ensure anesthesiology interest can be maintained upon student's return.
- Complete a post-fellowship survey (mentor survey required; others involved in project encouraged to complete a survey).
- Pay the student's stipend on a regular and consistent basis; final payment should be made by completion of the eight weeks.
- Reimburse student for expenses associated with student's travel to and participation in the October FAER Medical Student and Resident Anesthesia Research Symposium held at the American Society of Anesthesiologists annual meeting.

b. What are the Student responsibilities?
- Once accepted, work with Host department to finalize dedicated mentor(s) and project.
- Full-time (40 hours weekly) commitment to fellowship.
- Actively participate in research and didactic activities at the Host institution.
- Participate in 15% clinical anesthesia exposure (such as OR, Pain, OB, Critical Care).
- Make a presentation at a didactic activity.
- Complete a post-fellowship survey.
- Complete future surveys from FAER regarding current professional activity.

5. ASA Annual meeting
   a. When and where is ANESTHESIOLOGY 2021?
      - The 2021 annual meeting will be in San Diego, CA, on October 9-13.
   b. How much will FAER reimburse for the MSARF student to attend the meeting?
      - FAER will pay a $1,000 stipend to the Host to offset Host costs associated with reimbursement to student for travel to and participation in the poster presentation event held at the October ASA annual meeting. The stipend is available for all MSARF students attending the meeting.
   c. What does the student need to do in order to attend the meeting?
      - Any student interested in presenting a paper poster during the FAER Medical Student and Resident Scholar Research Symposium needs to submit an abstract by September 10, 2021.
   d. Is the MSARF student required to attend ANESTHESIOLOGY?
      - No, it is not a requirement. FAER highly recommends participation as it provides an opportunity to experience the ASA annual meeting, present research at the national level, and network with leaders in the field of anesthesiology.
   e. Can students postpone attendance at the FAER Symposium until the following year's ASA annual meeting?
      - Postponing participation is strongly discouraged. For most students, who are rising second year students, it is easier to get the time to attend in the second year than during the third-year clerkships. Postponement is allowed in extraordinary circumstances, such as for illness or parental leave. Students who postpone their presentation are not eligible for awards.