



*Foundation for Anesthesia
Education and Research*

**FAER MEDICAL STUDENT ANESTHESIA RESEARCH
FELLOWSHIP (MSARF) - SUMMER PROGRAM**

2018 APPLICATION CYCLE

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Medical Student Anesthesia Research Fellowship Program

With the aim to expand the scientific talent in academic anesthesiology, the Foundation for Anesthesia Education and Research (FAER) offers fellowships to medical students who have an interest in research and anesthesiology.

FAER's Medical Student Anesthesia Research Fellowship (MSARF) program provides funding to support medical students over a summer in focusing on anesthesiology research, training in scientific methods and techniques, and learning how to incorporate research into a medical career.

Medical student anesthesia research fellowships are awarded through an annual application cycle.

SUMMER PROGRAM

The summer fellowship provides medical students in their first, second or third years with an eight-week research experience within an academic anesthesiology department. During the fellowship, students participate in research and training activities, as well as clinical anesthesia activities. In addition, medical student summer fellows have the opportunity to make a scientific presentation at the American Society of Anesthesiologists annual meeting.

Through the program, medical student fellows can expect:

- A formal mentor-protégé relationship with an experienced investigator
- Training in scientific methods and research techniques
- A \$3,200 stipend to cover relocation, housing, and/or health insurance, plus additional funding to cover travel to a national meeting and other related expenses. (Note this stipend and travel funding can be subject to taxes.)

MSARF SYMPOSIUM

As an option for summer program participants, medical student fellows present their research at the MSARF Symposium during the ASA annual meeting.

The MSARF Symposium showcases research conducted by FAER medical student fellows who represent anesthesiology laboratories across the nation. During the first half of the three-hour forum, medical students present posters featuring their research. In the second half, a select group of summer medical fellows give oral presentations.

Through the MSARF Symposium, medical students:

- Learn more about the American Society of Anesthesiologists through participation in the national meeting
- Meet and interact with researchers and other leaders in the specialty
- Present research findings to a national audience

2018 Application Dates

	MSARF Summer Program – Host Department Application	MSARF Summer Program – Student Application
Application Opens	September 15, 2017	December 1, 2018
Application Deadline	October 31, 2017	January 31, 2018
Award Notices Made	March 15, 2018	March 15, 2018

MSARF Summer Program - Information for Students

The Medical Student Anesthesia Research Fellowship – Summer Program provides students with a challenging and rewarding experience which exposes them to the opportunities within the medical science of anesthesiology.

Medical students who participate in the summer anesthesia research fellowship can expect:

- Eight-weeks of focused research related to anesthesiology
- A dedicated mentor who will provide guidance and training in research techniques and scientific methods
- The opportunity to make a scientific presentation at the American Society of Anesthesiologists' annual meeting
- ASA student membership dues for the year (for non-members)
- A \$3,200 stipend to cover relocation, housing, and/or health insurance, plus additional funding to cover travel to a national meeting and other related expenses. (Note this stipend and travel funding can be subject to taxes.)

ELIGIBILITY REQUIREMENTS

At the time of the application, applicants must meet the following eligibility requirements.

- Medical student enrolled full-time at a U.S.-based medical school accredited by the Liaison Committee on Medical Education (LCME). To view a list of accredited medical education programs, [click here](#).
-OR-
Medical student with U.S. citizenship enrolled full-time at a Canada-based medical school accredited by the Liaison Committee on Medical Education (LCME). To view a list of accredited medical education programs, [click here](#).
-OR-
Medical student enrolled full-time at a U.S.-based college of osteopathic medicine accredited by the Commission on Osteopathic College. To view a list of accredited medical education programs, [click here](#).
- Medical student who is in the first, second or third year of school on the application deadline, and will remain enrolled in an MD or DO program throughout the summer research fellowship.

STIPEND AND FUNDING

- Medical student summer fellows receive a \$400 per week stipend for eight consecutive weeks. FAER provides funding to the host department, which in turn pays the student.
- MSARF summer fellows who present their research projects at the FAER MSARF Symposium at the ASA annual meeting receive up to \$1,000 to offset travel and other meeting-related expenses. This travel stipend is paid to the institution, which in turn reimburses the medical student.
- FAER also covers ASA Medical Student Component Society membership dues for one year.

HOUSING AND TRAVEL

Medical students are responsible for arranging housing and travel. If you match into the program, FAER will provide you with the name and contact information of the site coordinator at the host department, who may be able to provide housing recommendations.

RESEARCH PROGRAMS AND PROJECTS

Anesthesiology departments across the United States host FAER medical student fellows at their institutions for summer research experiences. During the application process, each department provides a list of potential projects* and mentors that a student could join. The list of programs and projects for 2018 will be available at FAER.org/MSARF after November 1.

As a part of the application process, students will review the programs (anesthesiology departments) and projects available. In the application, students can select up to five departments where they would like to have their MSARF experience. Visiting a program other than the student's primary medical school is highly encouraged.

*If matched into the program, the student and host department program director will work together to identify which of the **approved** research projects the student will be joining.

PREPARING AN APPLICATION

The following materials are required for all MSARF Summer Program student applications.

Curriculum Vitae

Provide an up-to-date curriculum vitae that outlines educational background and communicates experience in research and other professional and educational activities.

Essay Questions

Prepare thoughtful responses to each of the three questions. All responses should demonstrate interest in research with an emphasis in anesthesiology and perioperative medicine.

Question No. 1: List any anesthesiology or perioperative medicine experience.

Question No. 2: List any past research experiences and/or peer-reviewed publications. Please include dates and the names of the project leads, if applicable.

Question No. 3: In 250 words or fewer, describe, as well as possible, aspirations for professional life 10 years following medical school graduation and what role anesthesiology will play in your career.

Letters of Recommendation

Provide two letters of recommendation that evaluate the applicant's quality of character, academic performance, and interest in a career in research. A PDF of each letter of recommendation should be provided to the applicant for uploading with the application. At least one of these letters should be from the student's recent graduate or undergraduate institution.

Letter of Good Standing

A PDF of the letter of good standing should be provided to the applicant for uploading with the application. The letter of good standing from the dean's office should confirm the applicant's enrollment and good standing for the duration of the fellowship.

Program Selection

Review the programs (anesthesiology departments) and projects available for the 2018 MSARF Summer Program. On the application, select up to five preferred departments for the MSARF experience. If matched with a preferred program, the applicant will work with the host department to finalize exactly which research project to join.

The list of programs and projects for 2018 can be found at FAER.org/MSARF after December 1.

Visiting a program other than the applicant's home medical school is highly encouraged.

SUMMER FELLOWSHIP STUDENT APPLICATION INSTRUCTIONS

Timeline

- Online student application opens December 1, 2017
- Student applications due January 31, 2018
- Award notifications made by March 15, 2018
- Deadline to accept award March 31, 2018
- Fellowships begin summer 2018
- Abstracts due September 5, 2018
- MSARF Symposium at the ASA annual meeting, October 14, 2018

Application Website

The application website can be found via FAER.org/MSARF. It opens December 1, 2017.

Student Application Materials Checklist

	INSTRUCTIONS	FORMAT OF SUBMISSION	Character Count, Page Limit, File Size Limit
Contact & background information	<ul style="list-style-type: none"> • Name and contact information • Educational background (undergraduate and graduate) • MCAT scores or participation in a BA/BS-MD program 	Online text fields	N/A
Curriculum Vitae (CV)	Provide an up-to-date CV that summarizes your educational background and professional experience.	File upload	2 MBs
Questions	<p>Prepare thoughtful responses to each of the three questions. Your responses should demonstrate your interest in research with an emphasis in anesthesiology and perioperative medicine.</p> <p>Question No. 1: List any experiences you have had in anesthesiology or perioperative medicine.</p> <p>Question No. 2: List any past research experiences and/or peer-reviewed publications. Please include dates and the names of the project leads, if applicable.</p> <p>Question No. 3: In 250 words or fewer, describe, as well as possible, aspirations for professional life 10 years following medical school graduation and what role anesthesiology will play in your career.</p>	Online text fields	250 words per question
Letters of recommendation	Provide two letters of recommendation that evaluate the applicant's academic performance and interest in a career in anesthesiology and research. One must be from the student's recent undergraduate or graduate institutions.	File uploads	No page limit 2 MBs per file
Letter of good standing	The letter of good standing from the dean's office should confirm the applicant's enrollment and good standing for the duration of the fellowship.	File upload	1 page 2 MBs
Program selection	Select up to five departments where you would like to have your MSARF experience and where you would be willing to travel should you successfully match.	Drop-down list selection	N/A

EVALUATION AND AWARD SELECTION AND MATCH PROCESS

Evaluation of Student Applications

Student applications for the MSARF Summer Program are reviewed by the FAER MSARF Committee. Each application receives a final score and is ranked among all other applications. Members of the committee include leaders in academic anesthesiology, as well as several members of the FAER Board of Directors. Applicants are scored on categories such as strength of undergraduate and graduate work, letters of recommendation, and experience and interest in the fields of anesthesia and perioperative medicine.

Summer Fellowship Match Process

During the application process, students are asked to list their top five desired institution placement options. Many institutions take only one student; a handful accept a second. After the applications are scored and ranked, placement preference is given to the highest-ranking applicant. Students are matched in order of rank to one of the preferred institutions on their application. Match consideration will be made based on the site's remaining availability relative to the student's ranking of preferred sites.

FELLOWSHIP RESPONSIBILITIES

Before the fellowship:

- Communicate with your host department (the anesthesiology department where you match) to select the project on which you will work and determine your mentor.

During the fellowship:

- Dedicate 40 hours per week to the fellowship for eight consecutive weeks. Absences during this time are not allowed.
- Actively participate in research and didactic activities within the anesthesiology department at your host institution.
- Dedicate a maximum of six hours per week (15 percent of total time) to participation in a clinical anesthesia setting.

After the fellowship:

- Complete the post-fellowship survey, which FAER will email to you.
- **Optional, but highly recommended:**
 - Present research findings based on your MSARF project at the FAER MSARF Symposium at the American Society of Anesthesiologists annual meeting in October.
 - If attending the FAER Symposium at the ASA annual meeting, work closely with the assigned mentor to submit an abstract to FAER.

ABSTRACT SUBMISSION AND MSARF SYMPOSIUM PRESENTATION

After completing their summer research fellowships, FAER medical student fellows present their research during the MSARF Symposium at the ASA annual meeting, either as a poster presentation during the first half of the three-hour forum or as an oral presentation during the second half. The type of presentation will be assigned based on submitted abstracts.

Medical student fellows indicate their intent to present at the MSARF Symposium by submitting an abstract to FAER near the end of the summer (typically in late August). The MSARF Program Committee will review all abstract submissions, and it will select 8 - 12 students to make oral presentation. Of these students, prizes will be presented to the most outstanding abstracts in basic science, clinical science, and health services research. A compilation of all abstracts will be available on the FAER website prior to the symposium.

Written Abstract Guidelines:

- The abstract should describe the project in a maximum of 500 words.
- Each abstract should be identified as basic science, clinical science, or health services research.
- Figures and illustrations are not allowed.

- The abstract is divided into the following four sections: background, methods, results, conclusions.
- Students are encouraged to work with their mentors in the development of the abstracts. Recognizing that many projects will be ongoing, the student may report on progress to that point in time with a statement about future plans for the study.

Poster Presentation Guidelines:

MSARF Symposium participants who are not selected to give an oral presentation must prepare a poster. It should include the following information:

- Project title
- Student name and medical school
- Mentor name and host department
- Additional authors (if any)
- Research category (e.g., basic science, clinical science, or health services research)
- The background, method, results and conclusions from the study
- Any tables and illustrations which convey the study. The figures and tables should be a size that is read easily from a distance of 3' or more. The quality of illustrations and figures should be similar to those used in making slides. They should be designed with a balance of beauty, simplicity, and transmission of information.

Poster board stands and surfaces 4' high and 6' wide will be set up for you to display your poster. Pins or tacks will also be available in the room. FAER will assign and affix an abstract identification number to the poster board surface to which you have been assigned. Assignments will be distributed on the day of the symposium.

FUTURE OPPORTUNITIES FOR MEDICAL STUDENTS

After completion of the MSARF Summer Program, FAER offers further education and research opportunities through the Resident Scholar Program and research grants.

MSARF Summer Program - Information for Host Departments

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 participate in the FAER Medical Student Anesthesia Research Fellowship Summer Program provide unique opportunities to medical students interested in anesthesiology.

STIPEND AND FUNDING

Medical student summer fellows receive a \$400 per week stipend for eight consecutive weeks for a total of \$3,200. FAER provides some or all of the funding to the host department, which in turn pays the student.

- A department may host up to two MSARF students each year. FAER will provide a \$3,200 grant for the first student's stipend expenses. The host site is responsible to pay the \$3,200 stipend to the second student. FAER will provide the host with \$1,000 to offset their expenses for the second student. Indirect costs are not allowed, and students are advised that the funds may be taxable as per the host institution's policies.
- MSARF summer fellows who present their research projects at the FAER MSARF Symposium during the ASA annual meeting receive up to \$1,000 to offset travel and other meeting-related expenses. FAER pays the travel stipend to the host institution, and the host institution reimburses the medical student. Students are instructed to work with the host department to gain an understanding of reimbursement guidelines and policies prior to making travel arrangements.
- FAER also covers ASA Medical Student Component membership dues for one year for non-member students.

HOST DEPARTMENT RESPONSIBILITIES

Anesthesiology departments that host FAER medical student fellows must:

- Assign a dedicated mentor or mentors (M.D., D.O. or Ph.D.) to work with the student during the eight-week program. Expectations of the mentor include:
 - Develop and submit a project role appropriate for a medical student to accomplish within the eight-week timeframe. **(Note: Projects must be submitted as part of the host application.)**
 - Have regular contact with the MSARF fellow. Meet at least once a week to establish a mentoring relationship and check on the fellow's progress.
 - Ensure 15% (six hours per week) of the fellow's experience is clinical exposure.
 - Assign one project per student, one student per project. Only those projects submitted and accepted through the FAER MSARF Host Application process may be assigned to an MSARF student.
 - Assist in the development and creation of the student's abstract and poster.
 - Provide guidance for the student as they decide on sessions to attend at the ASA annual meeting.
 - Complete the FAER survey at the end of the student's fellowship.
- Assign the student to a research project that will provide them with exposure to the scientific process, give them material for a presentation at the ASA annual meeting and prepare them for future research and education opportunities. *Please note that a literature review in and of itself is not considered an acceptable project for the purposes of the fellowship and cannot be used to fulfill the poster requirements.*
- Facilitate opportunities for the medical student to present their research as an oral or poster presentation within the department or at other meetings.
- Introduce the medical student to a faculty member in anesthesiology at his or her home medical school to facilitate the student's continued interest in anesthesiology.
- Complete a post-fellowship survey, which FAER will email in the fall.

HOST APPLICATION PROCESS

Faculty members or administrators in an anesthesiology department can apply for their institution to host a medical student through the MSARF program. Information and materials required by the application include:

- Contact information for the following key individuals:
 - Anesthesiology Department Chair
 - Anesthesiology Program Director/PI- Responsible for assigning the MSARF student to an approved project, oversees the mentor, and submits the FAER Confirmation of Arrival Form.
 - Student Education Faculty Member – Responsible for ensuring that the medical student receives the clinical time needed for the MSARF program and 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.

- Descriptions of projects in which the medical student could participate. **ONLY projects submitted and approved through this 2018 MSARF Host Application process are allowed to be assigned to a 2018 MSARF student.** Up to 10 projects may be submitted and these projects will be evaluated by a specialized review committee to ensure they are appropriate for the program. When submitting projects, take the following into consideration:
 - The description of the student role should be well defined and descriptive.
 - The student role ought to be suitable in challenge and scope for a medical student.
 - The portion of the project on which the student is working should be reasonable to accomplish within the eight-week time period.
 - The project should consist of a variety of tasks and not be restricted solely to a literature review or data analysis.

- Academic credentials for each prospective mentor for each submitted project.

All applications will be reviewed by a committee comprised of FAER Board of Directors members. Should the committee find a project within the application that is not suitable for the MSARF Summer Program, the host site will be contacted to revise/resubmit or remove the project.

Host sites that, on a consistent basis, do not provide appropriate projects or suitable mentors, or whose administrators fail to adequately prepare for the MSARF student's arrival (onboarding or payment) may be placed on probation or prohibited from future participation in the FAER MSARF Summer Program.

The host application site for the 2018 MSARF Summer Program will open September 15 and will close October 31. The link will be available on the FAER website, FAER.org/MSARF.