

# INSIGHTS ON COMPLETING A FELLOWS APPLICATION

The Fellow program was initiated by CSHP over 40 years ago to distinguish members who, through their practice activities and contributions to CSHP and the profession, were worthy of a recognition that signified outstanding leadership, dedication and commitment to practice excellence and professional growth.

By definition, the Fellow program rewards the long term, sustained efforts of candidates in the areas that service the Society, patient care, education or research, and the profession. Candidates for Fellow status are assessed in a peer review process. It is not a "fellowship" which most typically refers to a post-graduate training program in a scientific or specialty field or a high value scholarship used to support such someone engaged in such post-grad training. Since its inception more than 40 years ago, Fellow status has been conferred to about 150 CSHP members.

To apply for fellow status, candidates are required to complete an application form which documents the member's achievements in several key criteria areas

and submit assessments from two external recommenders who can provide an independent validation of the applicant's contributions to the hospital pharmacy. If the Board of Fellows recommends fellow status be granted, these members are permitted to use the credential "FCSHP".

The program information is available in more detail on the website: [http://www.cshp.ca/programs/fellows/whats\\_e.asp](http://www.cshp.ca/programs/fellows/whats_e.asp). Take some time to review it and see if your career could be described by those criteria. If so, your application would be welcomed!

The Board of Fellows carefully considers all applications to see if all of the criteria were met and offers lots of guidance in the website documentation.

Here are some tips for your application:

- Consider the quality of your publications - they should be peer reviewed.
- Consider the scope of your presentations - they should be to a provincial or larger audience.

- Consider your actual practice time (as opposed to including time spent in post graduate programs)
- Provide the information requested in each section, in detail and in order, even if it seems redundant to you. Make it easy for the evaluator to check off and confirm that you have met the criteria. Remember that although you include your resume, the information should be reproduced in the application form.
- Use current Fellows as your reference/recommender.

If you do not feel that you meet one of the criteria, hold off on submitting your application. Use it as a professional development tool and focus on filling the gaps you identified. Even if you don't submit this year, the time you have invested in the application is well spent - Just like organizing your finances, this information collection will be useful for the rest of your career. And, you will have developed some clear goals!

## **Carolee Awde-Sadler**

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