NYC Health + Hospitals Simulation Fellowship Program Application

If you have any questions or need any support completing your application, please reach out to Dana Trottier, Fellowship Director at Dana.Trottier@nychhc.org and TheSimulationCenter@nychhc.org. Applications are accepted on a rolling basis until **November 1st each year.**

Introduction to Application

Please carefully read the instructions below before completing your application. Ensure you gather all necessary materials and obtain supervisor consent before beginning the application process in **SurveyMonkey**:
https://nychealthandhospitals.surveymonkey.com/r/IMSALSimulationFellowshipApplication

Materials to Prepare

Before starting your SurveyMonkey application, please ensure you have the following materials ready:
1. **Personal Statement:** Respond to the following questions in one sentence each:
    - Why are you interested in the NYC Health + Hospitals Simulation Fellowship Program?
    - How do you believe simulation can improve patient safety and the patient experience at your facility?
    - Describe a simulation-based capstone project you'd like to pursue during the fellowship. What area of healthcare simulation does it address, and why is it important to you and your facility?
2. **5-Minute Presentation:** As part of the fellowship interview process, you will be asked to present a 5-minute presentation on any topic of your choice. The presentation is not required at the time of your application submission; it will be delivered during the interview after the application is reviewed
3. **Curriculum Vitae (CV)**
    - Upload your current CV or résumé.
4. **Supervisor Endorsement**
    - Your supervisor's signature is required to confirm support for your participation, including 0.2 FTE of protected time for the fellowship.
    - You must print this form and complete the endorsement form below, have your supervisor sign it, and then upload the signed form in the SurveyMonkey application.

SurveyMonkey

1. **Start the Application:** Once you've gathered all materials, begin your application in SurveyMonkey.
2. **Submit Your Application:** After completing the SurveyMonkey survey, review your responses and uploaded materials, then click Submit. **Be sure to submit by the November 1st deadline.**

Endorsement by Supervisor

Supervisor support is important to your growth and development as a simulation educator, as well as your department's investment in your education. Please engage with your supervisor around the requirements for successful completion of the fellowship, and have your supervisor sign this application attesting to their support of you as a simulation educator with 0.2FTE of protected time to complete the fellowship program. Following graduation from the fellowship, it is important to continue to hone your newly acquired skills with simulation activities. Your supervisor's ongoing commitment of dedicated simulation time post-graduation is vitally important for you to be able to conduct simulation activities that benefit both your department and your facility.

I, the undersigned supervisor, confirm my support for _____ to participate in the New York City Health + Hospitals Simulation Fellowship Program during the July 2027-June 2028 Academic Year. I agree to provide them with 0.2 FTE of protected time to complete the fellowship and will continue to support them with protected time following the fellowship to conduct simulation activities that will benefit our department/facility.

Supervisor's Name: _____

Supervisor's Signature: _____ **Date:** _____