

**Otology, Neurotology and Cranial Base Surgery Fellowship**  
**Division of Otolaryngology**  
**Kingston Health Sciences Centre / Queen's University**

**Contract / Terms of References: Clinical Fellows**

**1. Academic Objectives**

- At the completion of the fellowship, the fellow will demonstrate independence in middle ear, mastoid, and bone-implanted hearing aid surgery, proficient for solo practice.
- At the completion of the fellowship, the fellow will demonstrate understanding of and proficiency in cranial base surgery.
- The fellow will demonstrate proficiency in interpretation of scientific literature in otology, Neurotology and cranial base surgery.

**2. Supervision and Responsibility**

- Fellows will function under the supervision of Dr. Jason A. Beyea. Occasionally, the fellow may spend time with other OtoHNS staff, but only for Otology patients/procedures.
- The Fellow will have a defined scope of practice in keeping with the scope of practice of the attending otolaryngology staff.

**3. Academic Responsibility**

- The Fellow will be expected to engage in the education of junior learners, to include visiting OtoHNS residents both in the operating room, clinical care areas and in formal academic teaching environments.
- The Fellow will be relieved of clinical duties for one day a week on average to participate in research.
- The Fellow will be expected to participate in, and deliver, clinical and educational rounds and/or seminars (2 Grand rounds presentations per year for the Division of OtoHNS, and organizing one Journal club per year).
- The Fellow may be asked to evaluate junior learners (medical students and residents).
- The fellow will develop at least two research projects/papers, which will be presented nationally or internationally, and submitted for publication to a reputable journal in this field.

**4. Clinical Responsibility / Expectations**

- Fellow is to be available via mobile device or pager when on duty.
- Fellow will have on-call responsibilities (OR, wards, ER), averaging a maximum of 1 in 4 home call, including weekends. This includes being on first call when Dr. Beyea is on-call.
- Fellow will be responsible for, and perform a Fellow clinic 1/week. This will be Otology/Neurotology patients.
- Fellow will attend a minimum of 2 staff run clinics per week.
- Fellow will participate in patient care on the in-patient wards and ER where applicable, as specified by the fellowship director.
- Fellow will see in-patient consultations, including wards, critical care, ER where applicable, as specified by the fellowship director.
- Fellow will attend on average one operating day per week.
- Fellow is expected to function at or above the standards of KHSC, hospital by-laws and policies, Queen's University, CPSO and RCPSC.

## **5. Remuneration / Billing**

- The Fellow must have an independent practice certificate in OtoHNS from CPSO.
- The Fellow will be paid a salary of \$87,000 per year.
- The Fellow is responsible for submitting all claims (OHIP, Government of Canada, Out of Province, or other 3rd Party) pertaining to clinical activities at KHSC through a billing agency acceptable to the Division of OtoHNS. Income from these submitted claims will be paid to the Department of Surgery.
- Once a threshold of \$87,000 in paid claims at KHSC is reached, the Fellow will be eligible for up to an additional 15% of paid claims based on academic deliverables as agreed upon with the Fellowship Director, Chair of the Division of OtoHNS and the Department of Surgery.
- The Fellow is responsible for reporting their income to Revenue Canada.
- The Fellow will be responsible for taxes on income earned over and above the set salary of \$87,000 per year.
- CPSO registration and CMPA coverage will be arranged and financed by the Fellow.

## **6. Moonlighting**

- Must be discussed and agreed in advance by the fellowship director and Division Chair.
- Income / Billings from moonlighting activity will remain solely with the Fellow.
- Any additional CMPA coverage or administrative fees will be the responsibility of the Fellow and / or other institution.
- The Division will assume no responsibility for the Fellow for any off-site or moonlighting work.

## 7. Benefits

- Upon completion, Certificate of Completion of Fellowship (“Advanced Training in Otology, Neurotology, and Cranial Base Surgery”) provided by Queen’s University.
- 4 weeks’ vacation.
- 1 week conference leave.
- Additional conference leave as agreed to by the Fellowship Director where the Fellow is presenting a paper or poster (as first author) for work initiated or completed at KHSC/Queens University.

## 8. Terms of Appointment

- i. Normally the term is for a 1-year period, to be agreed upon by the Fellow, Fellowship Director, and Division Chair.
- ii. Early termination of term must be agreed by both the Fellow and Fellowship Director / Division Chair and requires 30 days’ notice by either party.
- iii. The required university appointment (as a clinical fellow) and hospital privileges (as a clinical associate) are granted by the respective institutions in accord with their policies and by-laws on the recommendation of the division and department heads. Admitting privileges will not be granted. Operating room privileges will be determined by the Department Head.

## 9. Application

- i. Open to Canadian and American OtoHNS residency graduates
- ii. Successful completion of OtoHNS examination upon fellowship commencement
- iii. Three letters of reference (with contact information)
- iv. Curriculum vitae
- v. Personal letter outlining the candidate’s interest in the position, and future plans after fellowship completion.

I, \_\_\_\_\_ have read, understand and agree to, and will abide by the foregoing.

Signed:

\_\_\_\_\_ Clinical Fellow

\_\_\_\_\_ Fellowship Director

\_\_\_\_\_ Division Chair

\_\_\_\_\_ Date

### **Application Process**

The completed application includes:

1. Curriculum vitae
2. Three references (including contact information)
3. Personal letter indicating the candidate's interest in the fellowship, and future plans after the fellowship.

Please submit the application to:

Dr. Jason A. Beyea MD PhD FRCSC, Fellowship Director

Otology, Neurotology, Cranial Base Surgery

Associate Professor, Queen's University

Phone: 613-650-1545

Fax: 613-531-0674

Email: [jason.beyea@queensu.ca](mailto:jason.beyea@queensu.ca), [jason.beyea@kingstonear.ca](mailto:jason.beyea@kingstonear.ca)