

RESEARCH EDUCATION AND TRAINING SUBCOMMITTEE, SASOG NATIONAL COUNCIL: GUIDELINES

AIMS AND PRINCIPLES:

The aim is to manage and advise the Council on all matters related to training, education and research to improve women's health in support of three of the listed primary objectives of SASOG outlined in the following extract from the constitution:

- “2.2 To encourage the highest standards of training in Obstetrics and Gynaecology at undergraduate and postgraduate level.
- 2.3 To support and encourage Continuing Professional Development.
- 2.5 To work towards the improvement of women's health in South Africa.”

SASOG membership of the direct beneficiaries and applicants will be a prerequisite for all funding allocated by this subcommittee. In the case of registrar projects, the supervisor and registrar must be SASOG members. Gynaecologist non-members attending SASOG funded activities may be charged attendance, administrative and/or certificate fees. The intended indirect beneficiaries will also include general practitioners, women and the wider society.

Funding for this portfolio will be obtained from external funders as educational grants, membership fees, interest earned and reserve funds. Educational grants obtained from external funders by the Fundraising committee must clearly state their requirements, will be ring-fenced for CPD and unused funds will be carried over indefinitely. *The total yearly budget is R500 000, to be adjusted from time to time.*

The official application form must be used by all applicants and submitted via the web-portal or directly to any committee member. There will be no call for applications or deadlines. Decisions regarding the distribution of funds will be made by the total RET subcommittee and will be final without further discussion.

1 RESEARCH:

All matters related to research and all requests for funding will be decided by this committee following the principles below.

Research funding

Research funding will be dependent on available funds and allocations will favour registrar's projects. Funds may be used for expenses such as running costs, laboratory, staff, editing or author's fees, but capital equipment cannot be funded, An attempt will be made to distribute funds equally between Obstetrics and Gynaecology and between all medical faculties in the country, but selection will be on a competitive basis.

The maximum amount per project will be *R30 000 per annum*, renewable for at most two years. Grant recipients must acknowledge SASOG in all research outputs and provide Council with either their research output or a project report after 12 months. Recipients will be exempted from registration fees for one SASOG conference in order to communicate results to SASOG members.

Other requests

Requests to use the SASOG address database for research will be considered by this committee only if the database integrity is guaranteed, if the project is crucially important for women's health and data will be available and important to SASOG-Council and members.

The Protection of Personal Information Act prevents the sharing of the address list with outside parties, thus questionnaires or links will be distributed by our official office at a market-related fee. Waiving of this fee will constitute financial support of the project in which case all the rules of research funding will apply.

An amount of up to R120 000 p.a. is budgeted for the support of research.

2 EDUCATION:

Education is defined as all matters of continued education for general practitioners, registrars and specialists that concern the Society, its members and women's health.

SASOG regional meetings:

The main educational activities are regional meetings which are endorsed, marketed and from time to time financially supported by SASOG council. All regional CPD activities will be organised by the regions and their appointed committees, are their sole responsibility and within their discretion. Regions should liaise with the RET committee and the treasurer regarding the availability of financial support.

Funds granted for CPD meetings are ring-fenced for continued medical education activities and the income secured will be the amount made available during the next financial year which will enable effective budgeting. Funding will be distributed using the following formula which favours small regions and reflects membership numbers:

- 1/5 for each: KwaZulu-Natal, North Gauteng, South Gauteng, Western Cape.
- 1/5 for: Free State and Eastern Cape together.

Regions may use their funds at their own discretion including support of travel to attend meetings and unused funds will remain available to the region for one extra year.

SASOG national conference:

This bi-annual conference is hosted by SASOG council in collaboration with University departments and regions in rotation. External congress organisers are contracted but the academic programme is arranged by a programme committee of academics and SASOG members. The academic meeting sub-committee will be involved in these decisions and in setting dates. The national SASOG conference is financially independent and usually results in a profit for the organisation.

Journals, articles, books, guidelines:

SASOG council supports the development, printing and distribution of educational matter aimed at improving knowledge of Obstetrics and Gynaecology and therefore women's health. The use of the SASOG website for distribution to members will be encouraged and will not be charged. Members who seek financial support should apply on the official form and SASOG's contribution must be acknowledged.

An amount of R300 000 p.a. is budgeted for support of CPD activities.

3 TRAINING:

Training is defined as activities and teaching aimed at improving specific well defined skills. Examples include ultrasound skills development, focused training courses and surgical workshops.

Training activities are supported by SASOG and requests for support can be forwarded to the RET subcommittee using the standard form ("REQUEST FOR FUNDING"). The full RET committee will evaluate all requests and approve requests up to R30 000. Support of more than R30 000 for any single project must be discussed and approved by the full council.

The committee will evaluate all requests and in the selection of projects will consider the distribution of funds between Obstetrics and Gynaecology, between all medical faculties or regions, as well as estimated merit and impact of the project. Funding for equipment will only be considered if a SASOG branch or a training institute formally accepts it as a gift. SASOG is not in a practical, legal or taxation position to acquire and maintain equipment as assets.

When a profit is projected or made from projects funded by SASOG, the principles of profit-sharing will apply and SASOG will receive no less than 10% of the final profit.

An amount of up to R120 000 p.a. is budgeted for the support of training activities.

**SASOG NATIONAL COUNCIL APPLICATION FOR FUNDING:
RESEARCH, EDUCATIONAL AND TRAINING PROJECTS**

FIRST APPLICANT				SECOND APPLICANT if applicable			
Title		Initials		Title		Initials	
NAME				NAME			
Contact details				Contact details			
Address				Address			
E-mail		Tel		E-mail		Tel	
Capacity	Researcher, supervisor, organiser, other			Capacity	Researcher, supervisor, organiser, other		
Affilia- tions (mark)	University	Sub- specialty	Other	Affilia- tions (mark)	University	Sub- specialty	Other
SASOG member- ship category (mark)	Honorary	Ordinary	Associate	SASOG member- ship category (mark)	Honorary	Ordinary	Associate
SASOG membership number				SASOG membership number			
SASOG region				SASOG region			
Date				Date			
Signature				Signature			

TYPE OF FUNDING APPLICATION (mark)					
Research	Education	Training	Other	Estimated number of beneficiaries	
DESCRIPTION OF BENEFICIARIES:					
Grant recipients (Direct beneficiaries must be members)	Name, SASOG membership number	Trainees, audience, participants (Estimate numbers)	Describe as general public, nurses or GP's, gynaecologists, other specialists.		
BUDGET: Describe and attach full budget if applicable					
Total budget for project	R	Amount of current application	of	R	
Intended use				Proof of expenses attached Y / N	
SUMMARY OF PROJECT					
Describe project. For research please attach protocol and research ethics board approval.					
MOTIVATION FOR FUNDING					
Alignment with SASOG objectives, expected impact					