

Process to short list candidates for Mentorship-Education

Stage One: Criteria

Applicants must fulfil all the criteria:

- Applicants must currently be a paying AOSpine Member and have been for a minimum of two years. (The date that the applicant must have been a member for the two years is the date of the application opening. These two years do not have to be consecutive (ie. They can have had a short break in their paying membership during this time))
- Applicants must have completed at least two AOSpine face to face educational events. (Online events do not count (for example webinars))
- Applicants must provide a letter of support and good standing from their Department Chair indicating the applicants wish to become a spinal surgeon and with specific details of being allowed to attend the face to face element of the scheme.
- Applicants must show a demonstrable commitment to spine, (1)
- Applicants must show evidence of academic ambition, (2)

Notes:

- Completed ortho / neuro residency, two letters indicating applicants wish to become a spinal surgeon (one from Department Chair (as detailed above) and one from a senior AOSpine paying member (who has also been faculty at an AOSpine event))
- Published papers / abstracts / societal presentations (attendance at GSC although not mandatory will be favored above local or regional conferences)

Stage Two: CV

The CV will be scored out of fifteen (15) points.

The components scored are:

1. AOSpine Courses and events (Maximum 5 points)
2. Research Presentation (Maximum 5 points)
3. Research Publications (Maximum 5 points)

Requirement	Notes	Maximum points
AOSpine Courses		
Attended at least two AOSpine courses or GSC/WFSR	One point per course	5 points
Research Presentation		
Presentations on a spine related topic personally delivered by Applicant at local, national, regional or international spinal meetings	Must have been personally delivered by Applicant. One point per presentation for local/national meetings. Two points per presentation for regional/international meetings. Poster presentations will not be eligible for points. Presentations at Industry meetings will not be eligible for points. Applicants cannot claim points for both presentation and publication of the same body of research.	5 points
Research Publications		

<p>Article on a spine related topic in a peer-reviewed journal, with a minimum impact factor of one or above, where the Applicant is the first or latter author</p>	<p>Must be published, or accepted for publication, at the date of application to the mentorship scheme – one point per publication Articles accepted for publication pending revisions will not be accepted. Literature reviews are eligible for points. Abstracts, case reports, case series, letters to the editor and book chapters will not be eligible for points. Applicants cannot claim points for both presentation and publication of the same body of research.</p>	<p>5 points</p>
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Examples of what is considered 'Local', 'National', 'Regional' and 'International'

Europe:

Local/National: German Spine Society (DWG)
Regional/International: Eurospine

North America:

Local/National: Educational event at local hospital (audience is from the local city)
Regional/International: NASS

Asia Pacific:

Local/National: Annual Spine Society of Australia
Regional/International: SRS

Middle East:

Local/National: Egyptian Spine Association (ESA) Annual Meeting
Regional/International: IMAST

Africa:

Local/National: South African Spine Society
Regional/International: Global Spine Congress

Latin America:

Local/National: Sociedade Brasileira de Coluna (Brazilian Society of Spine)
Regional/International: World Federation of Neurosurgery.

Applicants must score a minimum of 4 to go through to the next stage.

Stage Three: Needs Assessment

During the online application process applicants will select four out of the seven competencies they wish to cover during the Mentorship Scheme, (as defined in the 'Objectives of the Mentorship Scheme').

- I. Knowledge of spinal disorders
- II. Technical expertise in spinal interventions
- III. Evidence-based decision making
- IV. Communication and teamwork
- V. Practice management and health economics
- VI. Learning, teaching and research
- VII. Professional practice

Applicants will complete an online needs assessment on these four selected competencies

The Mentorship Task Force will review the needs assessments of all applicants and only those with realistic motivation gaps will go through to the next stage of selection

Stage Four: Applicants Statement and Interview

Each applicant must provide a detailed statement outlining their expectations of the scheme based on the four competencies they have selected.

For each competency they should cover the below points.

- Previous experience
- Future aspirations
- Potential barriers they may face and how they will overcome them
- How the AOSpine Mentorship Education Scheme will help them

The interview will focus on the four competencies the applicant has selected and the content of their statement

Set questions will be used by interviewees to ensure consistency throughout the process and to limit interviewee bias

The applicant will be rated on;

1. Learning plan
2. Assessment method
3. Forward planning
4. Ability to overcome difficulties

The interview will be scored out of a maximum of 64 points

Applicants must score a minimum of 32 to go through to the next stage

If an applicant scores 0 for any two of the questions during the interview process they will be removed from the selection process

Stage Five: Top Scorers

The list of potential candidates is reduced to a maximum of 10 (based on their scores so far)

Stage Six: Pairing process

During the online application all potential mentees will have ranked the mentors in order of preference

1. List of potential mentees ranked in order of scores
2. The highest scoring applicant will be paired with their highest ranked Mentor
3. The preferred potential Mentor will then be allowed to either accept or decline the potential mentee
4. If the pairing is deemed to be suitable (by both parties) the Mentor will then be removed from the list of available Mentors
5. If the pairing is deemed unsuitable (by either party) the potential mentee will be paired with his/her second choice of Mentor
6. Again the potential Mentor will then be allowed to either accept or decline the potential mentee
7. If the relationship is deemed to be suitable (by both parties) the Mentor will then be removed from the list of available Mentors
8. If the relationship is deemed unsuitable (by either party) the potential mentee will be paired with his/her third choice of Mentor
9. Again the potential Mentor will then be allowed to either accept or decline the potential mentee
10. If the relationship is deemed to be suitable (by both parties) the potential Mentor will then be removed from the list of approved Mentors
11. If the relationship is deemed unsuitable (by either party) the potential mentee will be removed from the scheme
12. The process will continue with each potential mentee in order of scores

If a potential Mentee is rejected by all three of their top ranked Mentors they will be removed from the scheme.

Stage Seven: Final interview

The purpose of the interview is to assess the suitability of applicants for a Mentoring relationship

No formal structure is provided however topics to be discussed are:

- Mentees expectations of the scheme



- Specific knowledge gaps to be addressed
- Frequency of virtual meetings
- Format of virtual meetings

Interviews will be held solely between the Mentor and applicant.

A summary of the interview should be recorded.

Both Mentor and Mentee must agree after this interview that they are willing to join the Mentorship Scheme as a pair