



Fellowship Applications 2019- Deadline 31st May

2019 Call for applications for Fellowship of the International Society of Pharmacovigilance (ISO P)

Definition of ISO P Fellows

Fellows of the International Society of Pharmacovigilance (the Society) are members who have demonstrated significant achievement and distinction in their field, including peer recognition in pharmacovigilance. Our Fellows have made substantial contributions to the discipline of pharmacovigilance through their work (including publications or similar outputs) and have also shown service to the Society, for example by involvement in ISO P meetings, and/or by leadership of ISO P Chapters and Special Interest Groups (SIGs).

Benefits of Fellowship

Fellows of ISO P are entitled to:

- Add in public statements, and to their CV and other personal statements, the letters FISO P (*Fellow of the International Society of Pharmacovigilance*) to their name for as long as they remain ISO P members
- Receive a certificate confirming ISO P Fellowship at the ISO P Annual General Meeting (AGM)
- Have their contributions and profile published in the AGM minutes, website, and in a subsequent print edition of *Drug Safety*
- Be invited to undertake leadership roles within ISO P, as agreed by the ISO P EC
- Gain international exposure and networking and leadership opportunities, to connect with, and support other members of the international pharmacovigilance community.

Criteria for Fellowship

Applicants for ISO P Fellowship will be required to demonstrate:

1. Contribution to pharmacovigilance, as demonstrated by
 - a. career record/progression and
 - b. publication record in peer-reviewed international scientific journals or
 - c. for those in industry, regulatory or voluntary organisations, similar outputs e.g. unpublished reports, committee papers and/or involvement in significant working parties/committees
2. Contribution to ISO P, demonstrated by Executive Committee or Advisory Board work, leadership of ISO P chapters or SIGs; and/or contribution to Society meetings (e.g. Scientific Committee membership lecturing, chairing sessions, posters committee, abstract reviewer)
3. At least five (5) consecutive years as a full member of the Society, with current ISO P membership fully paid at the date of Fellowship application.
4. Applications must be supported by two senior members of ISO P (preferably EC or AB members or a SIG or Chapter Head)

Process of selection

Applicants will be asked to complete and send to ISO P by 31st May (deadline):

- an application form (see attached) with a full CV summarising career progression
- a statement outlining how they meet the above criteria for Fellowship (2 page maximum)*
- 2 recommendation letters (1 page maximum each, sent as an email attachment) from two senior members of ISoP **

All applications received in the ISoP Administration office by 31st May will be checked for completeness by the ISoP Administration and returned to the applicant if any the above documentation has not been submitted. Acceptable applications within the deadline will subsequently be considered by the Fellows Nominations Sub-Committee (FNCS) for Fellowship status to be awarded. This Sub-Committee will be comprised of the ISoP Secretary General (chair) and two other members of the EC/Advisory Board.

The Chair of the FNCS will report the sub-committee's recommended Fellows to the other members of the EC and Advisory Board before 30 July each year.

The ISoP EC and Board will then decide Fellowship awards. The decisions taken by the EC/Board are final. Applicants will be informed of the outcome of their application before 31st August each year.

All applications approved for FISoP status will be announced at the General Assembly during ISoP Annual Meeting.

* Statement (2 pages maximum) explaining your achievements relevant to the criteria for ISoP Fellowship. Please structure the statement under the following headings where appropriate:

1. Contribution to pharmacovigilance, demonstrated by
 - a. career progression and
 - b. publication record in peer-reviewed scientific journals or
 - c. for those in industry, regulatory or voluntary organisations, significant and recognised outputs e.g. expert reports, committee papers, involvement in significant working parties/committees; leadership of other pharmacovigilance groups (especially national or international bodies).
2. Contribution and service to ISoP, demonstrated by committee or board work; leadership of ISoP chapters or SIGs; or contribution to Society meetings and courses (e.g. teaching, lecturing, chairing sessions).

** Application should be supported by two senior members of ISoP, each of whom should provide a short supporting statement/reference (one page maximum, email or Word document both acceptable). Please attach references with this application. Reference letters should specify how the applicant's contributions to pharmacovigilance meet the above criteria.

Please also submit a full CV to support your application, including a summary page of career progression

Summary checklist of documents to submit in one file by 31st May:

1. Fellowship Application form (including signature of applicant)
2. One/two-page summary of achievements meeting the specified criteria
3. Two supporting references from ISoP members (either emails or attachments as Word documents)
4. Applicant's CV

Please return these documents all in one Word document to administration@isoponline.org
Applicants are responsible for confirming that ISoP Administration office received the application and documents.

ISoP Fellowship application form

Name of the applicant:	
Address:	
Email:	
Contact number:	
Present position:	
Number of years as ISoP member (include dates if possible):	
ISoP/Mid-Year/Annual Meetings attended (dates and/or locations):	
First ISoP Member in support:	
Email:	
Contact number:	
Second ISoP Member in support:	
Email:	
Contact number:	

Signature _____

Date _____