

APPLICATION FOR FINANCIAL ASSISTANCE TO ATTEND AN EDUCATIONAL EVENT

APPLICATION

(POLICY # 4.3, APPENDIX A)

APPLICATION: PART 1

DATE: _____	APPLICANT: _____
FACILITY/ORGANIZATION _____	
POSITION: _____	PHONE: _____
FAX: _____	e-mail: _____

**PART 2
PRESENTATION OR MANUSCRIPT**

<p>If you have provided an education session that relates to an aspect of infection control at a Chapter meeting or to a community group within the past two years --- Describe the session or attach handouts or a copy of overheads/<i>PowerPoint</i> used.</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>If you have submitted a manuscript accepted for publication in the Canadian Journal of Infection Control or in other medical journals --- Provide details of acceptance and a copy of the manuscript. Manuscript will be returned to author <i>if requested</i>.</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p>

**APPLICATION PART 3
EDUCATIONAL EVENT**

<p>DESCRIPTION OF EVENT AND RELEVANCE TO INFECTION CONTROL (Attach brochure if available)</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p>
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**APPLICATION FOR FINANCIAL ASSISTANCE TO ATTEND AN EDUCATIONAL EVENT
SCORING SHEET**

To be used by the Review Committee for each applicant.

(POLICY # 4.3, APPENDIX B)

CRITERIA	MAXIMUM POINT VALUE	POINTS ACCUMULATED
1. Applicant is a current active member of CHICA-Eastern Ontario (i.e. in the year of application the applicant must be a member in good standing of CHICA - EO)	4	
2. Education request is related to the practice of infection control.	4	
3. Applicant has paid membership dues to CHICA-Canada: <ul style="list-style-type: none"> • for 1 year • for 2 consecutive years • for 3 consecutive years 	1.0 2.0 3.0	
4. Applicant has been actively involved in CHICA-EO within last 10 yr. <ul style="list-style-type: none"> Executive CHICA - Canada _____ Executive - CHICA – EO _____ Chapter Education Day Planning Committee _____ Chapter representative to Infection Control Ontario _____ Corresponding member of a CHICA committee _____ 	5.0 3.0 3.0 3.0 1.0	
5. a) Provided an education session, which relates to an aspect of infection control at a Chapter meeting or to a community group within past two years.	2.0	
b) Submitted a manuscript accepted for publication in the Canadian Journal of Infection Control or in other medical journals, which are peer reviewed.	4.0	
6. Presenting at this event (conference or meeting to which applicant is attending)	3.0	
TOTAL	30	

AWARD SCALE

Points	To a Maximum of
11 - 15	\$200
16 - 20	\$300
21 - 25	\$400
26 - 30	\$500

Reviewed by:

1. _____ Executive CHICA-EO Date _____
2. _____ Executive CHICA-EO Date _____
3. _____ Executive CHICA-EO Date _____