

College of Emergency Nursing Australasia

The Elaine Killeen Continuing Professional Development Scholarship

1. Background and purpose

State branches of CENA have awarded individual professional development scholarships for their members. Amalgamating these awards into a national system will mean that more CENA members and Fellows will have wider access to the opportunity to apply. The Elaine Killeen Continuing Professional Development Scholarship was established by the College of Emergency Nursing Australasia (the 'College') in early 2016, in memory of Elaine who was an active member of the College as a long-standing member of the Victorian branch. She facilitated the CENA education program for Victoria for several years, and was part of the conference organising committee for the International Conference for Emergency Nurses in 2007. Elaine was an enthusiastic emergency nurse who encouraged others to aspire to the standards of practice that she had achieved. The purpose of the Elaine Killeen Continuing Professional Development Scholarship is to provide funds to those Members and Fellows of the College to support their continuing professional development (CPD) as an Emergency Nurse.

2. Body of policy

2.1 Nature of scholarship

The scholarship consists of a monetary sum (up to \$500), the amount of which is fixed periodically by the College. Up to four (4) individual scholarships are available annually.

They must be used for CPD, which may include;

- Conferences, forums, seminars and symposia
- Short course, workshops, seminars and discussion groups through a professional group or organisation who may issue a certificate of compliance / completion
- A structured learning opportunity not described by the above

2.2 Eligibility Criteria

Applications will be considered from applicants who are:

- Registered Nurses who have been a Member or Fellow of the College for two or more consecutive years
- Have demonstrated evidence of service to emergency nursing and delivering emergency clinical services in Australasia.

2.3 Exclusion Criteria

- This CPD scholarship can not be used for post graduate study.

2.4 Applications

Eligible persons interested in applying for the scholarship should complete the appropriate online application form and submit it, together with the documentation specified therein, within the advertised timeframe.

2.5 Selection Process

A panel of three (3) or more assessors convened by the Chair of the Continuing Professional Development Committee of the College shall adjudicate the applications, and recommend to the College, the recipient(s) for the award of the scholarship, based on the following criteria:

- Contribution to Emergency Nursing
- Able to demonstrate that the scholarship will be used toward continuing professional development
- Indicate how they will share the knowledge gained with others

The College shall determine the recipient of the scholarship. The decision of the College will be final and no correspondence will be entered into. All parts of the selection process must be conducted in accordance with the College Conflict of Interest Policy.

2.6 Acknowledgement of Grant

The winner of the grant is presented with a citation in acknowledgement of the award.

2.7 Publication of the Grant

The College may publish the recipient's name, image and CPD event they are attending to promote the scholarship and raise the profile of the College.

3. Conditions of award

3.1 General

The term 'Recipient' means the person or persons to whom the funds in question were made available. Where more than one person is the joint recipient of funds, a reference to the 'recipient' includes a reference to all those recipients.

3.2 Adherence to Terms of Project

The recipient must complete the CPD activity for which the funds were provided for.

3.3 Completion of Award

The CPD event must be attended within 12 months from the date the award was made, or within such other timeframe as the College may in writing allow.

3.4 Grant Funds

The sums awarded will be paid in a lump sum after taxation receipts are received by the College. If the CPD event cost is less than \$500, then you will be reimbursed the cost of the course

3.5 Matters requiring prior approval

(i). The recipient must obtain the prior express written approval of the College in respect of the following:

- Any changes to CPD event
- Inability to attend the planned CPD event

(ii). Applications for prior approval must be made in writing, addressed to the Executive Director of the College, and include full details of the subject matter.

(iii). Any approval will not be valid if it is not made in writing or does not specify the precise nature of, and limitations on, the approval.

3.8 Obligations

The recipient must confirm in writing that they have attended the CPD event.

3.12 Termination of Award

A scholarship may be terminated if the conditions of award are not observed.

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