Medtronic EP Fellowship Funding Program
Academic Year 2018/19

Overall Requirements
AY 2018 - 2019: Adult EP Fellowship Funding Criteria
- ACGME or AOA accredited ELECTROPHYSIOLOGY program
- Clinical Fellow
- EP Fellow identified by June 1, 2018
- Online application submission by Tuesday, November 28, 2017

AY 2018-2019: Pediatric EP Fellowship Funding Criteria
- ACGME or AOA accredited CARDIOLOGY program
- Clinical Fellow
- Fellow must have completed general cardiology
- Pediatric EP Fellow identified by June 1, 2017
- Online application submission by Tuesday, November 28, 2017

Funding Availability
• Funding amounts are determined by the Medtronic annual budget and the number of qualified applicants
• Fellowship funding applications must be submitted each year
• Applications are reviewed and granted annually
• If applicable and overall requirements are met, the program may request funding for one of each:
  a) Adult Electrophysiology
  b) Pediatric Electrophysiology
• Grant recipients are responsible for following any requirements their institution may have regarding donations received from the medical device industry
• Unused portions of funding from a prior year must be returned to Medtronic

Medtronic Fellowship grants are intended to support fellow’s salary and benefits*

Reporting Requirements
1. Information regarding physicians associated with this donation will be publicly disclosed as required by the U.S. Open Payments (Sunshine Act) program and other applicable laws. The Open Payments program requires manufacturers to identify physicians who indirectly benefit from donations. For more information on the Sunshine Act, please access the following website: www.cms.gov/openpayments

2. To meet Sunshine reporting requirements, Medtronic will equally divide the donation amount by the total number of registered EP fellows in the academic institution unless alternate information is provided by the given deadline. For example, if an institution receives a $20,000 donation and it has two registered EP fellows, each fellow will be associated with a $10,000 donation for reporting purposes.

(*in certain circumstances exceptions will be considered)
To Apply
Starting Wednesday, November 1, 2017
1. Go to [www.medtronic.com/donations/request](http://www.medtronic.com/donations/request)
   - Scroll down to “Request Attachment Templates”
2. Select, download, and complete BOTH the W9 form and the Electronic Fund Transfer (EFT)
   - When completing these forms, please make sure the payee name and Tax ID numbers MATCH identically! Otherwise, it could result in a delay in payment
   - On the EFT form, please set up a group email distribution list to include the program director, department finance analyst, and administrative assistant to ensure prompt notification of grant payment
   - These forms are required to directly deposit an awarded grant into the appropriate departmental bank account
3. Next, scroll down and select "Fellowship Grant"
   - Select “Adult and Pediatric Electrophysiology Fellowship Request Form”
4. When the form opens, enter your email address and password
   - (Note: If you forget your password please select the “forgot my password.” If you are a new user, select “create a new account” link below. If someone other than yourself completed the requests in the past, you will need their email and password to access the account.)
5. Enter Tax ID Number
6. Complete the required sections of the application (Note: Fields with an asterisk are required fields.)
7. Upload the completed W9 and EFT forms
8. Acknowledge the certifications and provide an electronic signature
9. Review and submit
10. An automatic and immediate email message will inform you if the application was submitted correctly
11. To review your submission
   - Go back to [www.medtronic.com/donations/request](http://www.medtronic.com/donations/request)
   - Click on “My Account”
   - Enter your email address and password
   - Select the appropriate request

Deadlines and Timeline
- Wednesday, November 1, 2017 – Online application OPENs
- **Tuesday, November 28, 2017 – APPLICATION DEADLINE**
- January 2018 – Initial funding decisions will be communicated by Medtronic to the Program Director
- May/June 2018 – Electronic Acknowledgement and Sunshine Report to be completed
- Late June/July 2018 – Awarded grants will be **directly deposited into account referenced on the EFT form**

If you have technical questions about the electronic application, please contact: Medtronic Grants and Donations at (763) 526-2916.
If you have other questions related to fellowship funding, please contact: Julie Stephenson, Director of Fellows Training and Transition, at (609) 937-5143 or julie.m.stephenson@medtronic.com