

NHS Global Fellowships

Frequently Asked Questions (FAQs) for Virtual and Hybrid Fellowships



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Virtual and Hybrid Fellowship FAQs

1. Pre-Fellowship

What is an NHS Global Fellowship?

NHS Global Fellowships offer volunteer reciprocal leadership development opportunities for clinical and non-clinical staff to experience health systems across the globe. Fellows focus on either quality improvement projects, co-developed with local and/or national partners to enhance the patient experience, improve health outcomes and reduce health inequalities. This is either a hybrid model where some time is spent in country and some time working virtually from the UK or a virtual model (one day a week working virtually from the UK). Returning Fellows demonstrate new skills, and improved motivation and resilience, contributing to career progression and retention within the health sector.

What are the aims of the NHS Global Fellowship?

- To support the delivery of sustainable improvement in health and healthcare in resource limited settings.
- To provide a unique personal and leadership development experience for NHS volunteers.
- To create a cadre of skilled clinical leaders with Quality Improvement skills who will be able to make a real difference to the NHS on their return.

Current Fellowships

The NHS Global Fellowships team offer two types of Fellowship: Quality improvement (QI), and clinical.

Please note, our clinical Fellowships are recruited for and delivered by NHS England's East of England Team on behalf of the NHS Global Fellowships Programme. For information about clinical Fellowships and how to apply, please visit <https://heeoee.hee.nhs.uk/recruitment/global-health-fellowships>, or we'd be happy to signpost you via our england.global.fellowships@nhs.net mailbox.

Safeguarding

The NHS Global Fellowships Programme is committed to the protection of children and vulnerable adults within the contexts it operates. Fellows will be required to undergo a DBS and reference check as part of our recruitment process. If successful, appointed Fellows will be required to undertake mandatory safeguarding training, as well as ensuring they are 100% compliant with the mandatory safeguarding requirements in their substantive organisation. During their Fellowship, Fellows will be required to adhere to relevant safeguarding policy and procedure. In addition, those who have a professional registration are required to evidence this and should be aware

of the requirements relating to code of conduct and reporting of incidents outlined by their regulatory body.

What is the Virtual Model of Fellowship?

The aims of the virtual Fellowship are the same as those for the Hybrid Fellowship. You will have the same level of preparation, support and leadership development opportunity as for the physical overseas Fellowship. This model is only available with our partner in Myanmar. The **virtual** Quality Improvement Fellowship is the same duration as the hybrid Fellowship, however, it is a time commitment of one day per week for the duration of the Fellowship and you will be based at home. This Fellowship is in collaboration with partners in Myanmar and the Royal College of GPs. There is no cost-of-living /subsistence allowance included in this model; however, you will be able to claim agreed expenses such as a Zoom License.

What is the Hybrid Model of Fellowship?

The aims of the hybrid Fellowship are the same as those for the virtual Fellowship. You will have the same level of preparation, support and leadership development opportunity. This model combines a period in the country, but most of the time is spent working virtually from the UK. There is an allowance for costs associated with time spent overseas. Currently this offer is only with our partners in Kerala, India, St Vincent and the Grenadines and Montserrat (Caribbean), for applicants from West Yorkshire ICB footprint and Livingstone in Zambia for applicants from Yorkshire Ambulance Service.

Who can apply for an NHS Global Fellowship?

Applicants must be NHS employees in England and can be from both clinical and non-clinical backgrounds (some programmes have more specific applicant requirements, which are outlined in the programme sections below and the Essential criteria in the job advert). Applications are encouraged from those with an interest in and/or experience of quality improvement and developing their leadership skills in a challenging and unfamiliar resource limited environment.

Doctors and dentists must have completed Foundation Year 2 as a minimum by the time they start their fellowship. For all other staff groups, applicants must have a minimum of two years' experience working in the NHS. Applications are considered on a case-by-case basis.

Locum healthcare workers can apply providing they are working in an NHS setting in England.

The NHS Global Fellowship programme is committed to equality of opportunity, to being fair and inclusive, and to delivering a programme where all belong. We therefore encourage applications from candidates who are likely to be underrepresented in NHS leadership development programmes. These include people from Black, Asian and minority ethnic backgrounds, people living with disability, LGBTQI+ people, and women.

Given the global nature of our programme, we particularly encourage applications from individuals who have heritage in the counties we partner with, including, India, Zambia, Myanmar and Saint Vincent & the Grenadines.

The Virtual Fellowship is based in Myanmar and is open to anyone who meets the criteria above.

For Fellowships based in India (Kerala) and Saint Vincent and the Grenadines, we only accept applications from employees, meeting the criteria above, within the footprint of West Yorkshire Integrated Care Board.

For Fellowships based in Zambia, we only accept applications from employees, meeting the criteria above, from Yorkshire ambulance Service.

How long are the Quality Improvement Fellowships?

All our Quality Improvement themed Fellowships above are six months' long for both the virtual model with our Overseas Partner in Myanmar and the Hybrid models (for Yorkshire Ambulance Service employees) in Zambia and employees from the West Yorkshire ICB footprint in Kerala, India and St Vincent and the Grenadines.

Which countries are the Quality Improvement Fellowships based in?

We currently run our Quality Improvement Fellowships at the following sites. Please note, these are subject to change and confirmation can be provided by the NHS Global Fellowship team in the event of any changes:

- Kerala*, India (hybrid only)
- Kingstown*, Saint Vincent & the Grenadines (hybrid only)
- Montserrat*, Caribbean (hybrid only)
- Livingstone*, Zambia (hybrid only)
- Myanmar* (*virtual only*)

*Ringfenced for certain applicants only – please see the sections below

Livingstone, Zambia hosts a **hybrid** Fellowship for applicants from Yorkshire Ambulance Service. This involves Fellows spending two weeks at the beginning of the Fellowship and would end with a further two weeks. For the 5-month period in between Fellows would be working virtually from the UK continuing to support the project for around 7½ hours per week around their existing commitments. There may be opportunity for the next cohort of Fellows to arrive in-country for a face-to-face handover period of one week.

The [West Yorkshire Global Fellowship](#) is a 6-month **hybrid** programme offering staff from all West Yorkshire Health and Care Partnership organisations the chance to spend 3 months overseas in Kerala India) or Saint Vincent and the Grenadines (Caribbean). The fellowship begins with one month based in the UK, followed by three months in country, and two months ending in the UK.

 [Find out more about the opportunity and how to apply online.](#)

In a small number of cases, there may be reasons why someone may not feel able to travel to a country due to its laws and practices in relation to their personal circumstances or protected characteristics (e.g., LGBTQIA+). Whilst we cannot guarantee the outcome of any requests, if you feel there is a country that you could not travel to due to the above reasons, please inform our recruitment lead. These will be considered on a case-by-case basis.

Quality Improvement Projects

The Quality Improvement Fellowships cover a range of project topics which are defined by overseas partners and local health system needs, all with a quality improvement lens. As such they may or may not be aligned to your professional background. Please be prepared to accept any project topic that has been requested by the overseas partner.

It is desirable for applicants to have knowledge and experience in Quality Improvement methodology but not essential.

What kind of Projects will I be doing on my Fellowship?

The Project topic areas are extremely varied! Topic areas are identified due to a need by the overseas partner and may not be aligned to your professional background or experience. However, the 6-month time frame for the Fellowship Programme allows you to time to explore the topic area in depth. Previous cohort's topics have been in waste management, development of clinical supervision, reducing costs associated with laboratory blood tests and improving waiting times for patients awaiting a CT scan.

Recent examples of topics for virtual Fellows are: -

- a Mental Health Needs Assessment to understand the mental health needs of the population on the Myanmar/Thailand border. The Fellows have also created a Workplace Wellbeing Survey to understand the mental health of those providing care through the nearby clinic.
- “Supporting Myanmar Midwives in conflict through Education”. This project was done in partnership with the Myanmar Midwifery Education Group and RCN International Academy.

Topic areas suggested by our partner site in Livingstone, Zambia for the hybrid model of Fellowship for Yorkshire Ambulance Service employees are: -

- Development of First aid resources training and all easy read guides
- Burns – assessment of training needs in the local community,
- Trauma injury management especially in children < 18 - development of train the trainer resources

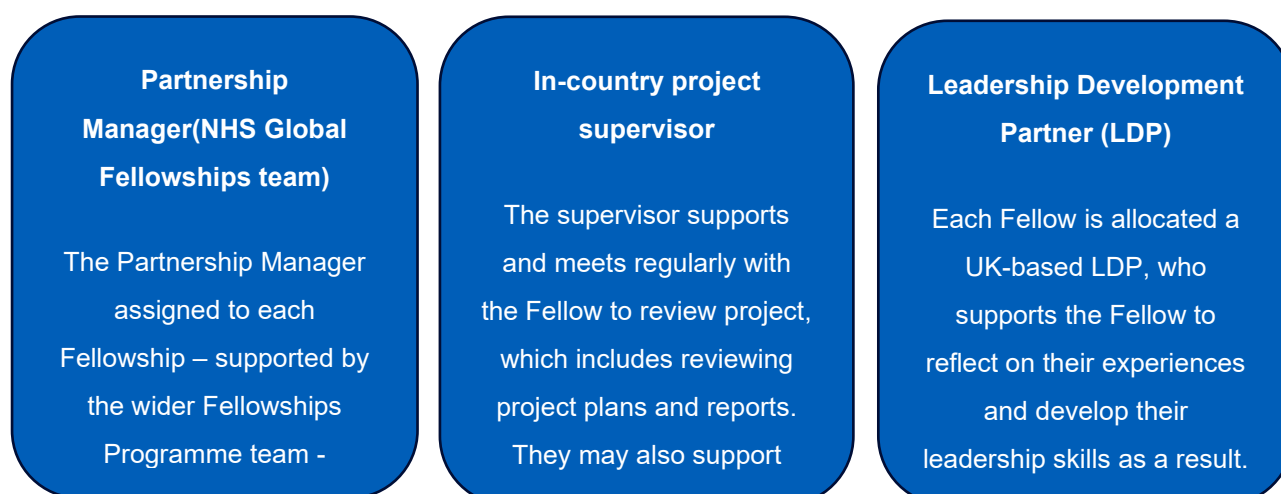
What training will I receive on Project Management and Quality Improvement?

During Induction you will receive an introductory session on both Project Management and Quality Improvement. We anticipate that during your Fellowship time you undertake further self-directed learning to gain a better, practical understanding of both topics.

If you have limited Project Management experience, we ask you to complete the online [NHS Project and Change Programme](#) through [e-learning for healthcare](#) to support your planning and implementing your project.

What support is available to me during my Fellowship?

Outlined below is the support for each Fellow before, during and immediately after their Fellowship.



What about my Leadership Development?

A key aim of the NHS Global Fellowship programme is to provide a leadership development experience for Fellows. We use the [NHS Healthcare Leadership Model](#), designed to help people develop as leaders by discovering and exploring their behaviours. There are two key elements of NHS Global Fellowships in terms of leadership development: the Leadership Self-Assessment (based on the NHS Healthcare Leadership Model), and the Leadership Development Partner/Fellow relationship. You will be assigned to be a Leadership Development Partner (LDP) who will support your leadership development journey during the Fellowship.

As this is a Leadership Development opportunity there is a requirement for you to be self-motivated and self-directed in your approach to undertaking the work of your Fellowship,

What leadership development training can I expect prior to starting my Fellowship?

Prior to the Fellowship, you are required to complete online NHS Leadership Academy's [Edward Jenner Programme](#); Course 0: "*An introduction to personal development*" and Course 1: "*Exploring what leadership means to me*". You are asked to have made a start on this by the time you attend the Induction Programme, and to have completed it by the start of your overseas Fellowship. You must send your certificate of completion to your Global Partnership Manager. If you wish to undertake more of the programme, you are of course free to do so.

Other leadership development is part of the induction programme, which includes some interactive practical sessions focusing on the leadership behaviour domains within the NHS Healthcare Leadership Model.

What contact will I have with my Leadership Development Partner?

You will have at least one meeting, either in person or virtually, with your Leadership Development Partner prior to departure as part of your pre-fellowship induction. This meeting is to discuss expectations regarding your personal and leadership development.

You will agree a means for making regular contact whilst on fellowship with your Leadership Development Partner, we suggest fortnightly. On return from your fellowship, you will have a session with your Leadership Development Partner, either face to face or virtually, to reflect on your experience and review your personal and leadership development.

What is my pre-fellowship time commitment?

Before departure, you will be required to participate in a mandatory induction over one or two days. This will provide you with an insight into leadership skills, focusing on the leadership behaviour domains within the [NHS Healthcare Leadership Model](#), as well as team working. There are additional leadership development requirements outlined above .

What will an NHS Global Fellowship cost me?

Please also see "Are my flights and transport paid for?" listed later in this document. You will be eligible for a subsistence allowance for your time abroad, which may be paid to you in arrears. The allowance is calculated at the UK Governments subsistence rate for that country [Expenses rates for employees travelling outside the UK - GOV.UK](#). This means that you may spend some weeks in country ahead of your cost-of-living allowance being paid. During these early days/weeks, in most cases you will be required to pay subsistence and/or accommodation costs (in some cases a deposit upfront) and/or for car hire (where deemed a requirement), plus any other relevant costs. Your cost-of-living allowance will reimburse you for these costs incurred however this will be 1 month in arrears. We would advise you factor this into your planning to undertake the Fellowship.

Please note that the Fellowship does not cover your salary or provide funding for personal living expenses such as mortgage payments, rent, utility bills, or other household costs for your UK property. Applicants are encouraged to ensure they have

adequate financial arrangements in place to cover these obligations for the duration of the fellowship.

I have not worked overseas before; can I still apply?

Yes. Support will be given to you both pre-departure and in-country to make the best use of your skills, and previous experience of working in another country is not a requirement of any Fellowship. We encourage you to reference your experiences of working/travelling abroad (or how you would apply your skills and behaviours if you did travel or work abroad), and/or working with those from different backgrounds and cultures, in your application and interview. These are outlined as criteria in the job description for the role.

How can I apply?

Our recruitment opens in November (for August/ September cohorts) and in April (for February/March cohorts). We are in the process of updating our recruitment processes, but a link to our application form will be provided to our mailing list. To be added to our mailing list, please send a request to england.global.fellowships@nhs.net.

Please note, you will need to have the agreement from and support of your line manager to apply and participate in the programme and it is the responsibility of the Fellow to agree the terms of their leave/break from work with their employer. **Please ensure you have discussed this with your employer before you apply.**

What date will my Fellowship start?

For our six-month Fellowships (both virtual and in-person), these start anytime from 1st February/ March or 1st August/ September. All Fellows must be available from 1st February/1st August but should be aware that travel to the Fellowship site may not take place specifically on 1st of either month. The reason for this is that Fellows must travel together. Yorkshire Ambulance Service Fellowships start from 1st September.

The Fellowship team will work with the Fellows to agree a mutually convenient date for travel, as Fellows will travel to their sites together. The Fellowship team will consider the needs of the country partner, as well as costs/value for money, with liaising on dates with Fellows.

Fellows are requested to be flexible and collaborative in their approach to agreeing dates. If there is any reason why being available from 1st February/August (or March/September for YAS Fellows) is not possible (for example, a professional training commitment) please make the Fellowships team aware of this as soon as possible. The Fellowships team will review any considerations of this nature on a case-by-case basis.

Can I travel earlier/return later for personal reasons or to undertake personal leisure activities before or after my Fellowship?

No, your outbound and return flight will be booked by the NHS Global Fellowships team and will align with the dates of arrival and departure agreed with Fellows and the in-country partner. Leisure activities cannot be considered when organising the

scheduling of any flights. NHS England's Business Insurance is only valid during the agreed dates of the Fellowship. NHS England will not alter your flights to accommodate any travel you wish to undertake at the start or end of your Fellowship, or during your Fellowship. The return flight booked for you by NHS England can only be used to return to the UK at the end of your Fellowship on the dates agreed. It should be noted that NHS England's insurance for Fellows is invalidated if Fellows do not have a return flight to their permanent country of residence. In the case of a "no show" at the airport, flights can be automatically cancelled by travel operators, so Fellows must use the flights booked for them by NHS England.

If you need to return back to the UK earlier (ie for personal reasons) you will be responsible for paying the difference in air fare / costs for changing the flight. You will need to liaise with the booking agent over this not the Fellowship Programme team.

Are my flights and transport paid for?

Your return economy class flights and airport tax will be paid for – it is NHS Policy to book the cheapest flight for the route. You are expected to cover UK transport costs such as transport to the airport. In-country transport costs to and from the airport, such as taxis, will be covered by NHS England, however, you will need to pay for the costs of these and then reclaim the money back by submitting an invoice. Flights to your Fellowship country are not permitted to be booked by anyone other than NHS England, as flights purchased by Fellows cannot be reimbursed by the Fellowship programme. It is the Fellows responsibility to ensure they are fit to fly ahead of any flights being booked on their behalf.

What is my luggage allowance?

This depends on the airline you travel with and will be their normal economy-class allowance. This can vary between different airlines – some offer one checked in bag, some two. If you need more than the standard allowance, you will need to cover any additional cost yourself.

How do I get the correct visa?

Please refer to the [UK Government Foreign Travel Advice website](#) for up-to-date guidance on the country you are travelling to. It is your responsibility to ensure you have the correct visa, and that the application is submitted far enough in advance to ensure entry to the country. Your Global Partnership Manager can support you with this.

What does the NHS Global Fellowship Programme provide to Fellows?

For a 6-month overseas Fellowship, we provide:

- A subsistence allowance to cover your in-country living costs and the basic expenses associated with your fellowship, such as:
 - Accommodation costs (including utility bills)
 - Food
 - Internet/mobile phone
- One return economy flight to the country and back to the UK

- Any required entry visas and/or work permits or equivalent
- Local transport essential for project work
- Personal accident and business travel insurance
- Any recommended immunisations and/or anti-malarials.

What you may need to cover or consider:

- Pre-departure medical examination and dental check up
- Additional insurances for high value personal items and/or additional insurance for leisure activities and travel
- National insurance and pensions contributions (if applicable)
- Any professional memberships and registrations

Will I need Indemnity Insurance whilst an NHS Global Fellow?

If relevant, you should contact your professional organisation/body to advise on this. This should include reference to 'good Samaritan' acts.

Do Fellowships count as NHS employment, and will I be entitled to incremental pay rises?

Fellows should check with their employer's HR department regarding anything to do with their employment.

Is this a secondment?

No – the Fellowship is a voluntary role and therefore this is not considered a secondment. It is your responsibility to make this clear to your employer when you discuss taking time out of the workplace. Please take HR advice as above.

Is my license to practice valid whilst working overseas?

Fellows who hold a licence to practice must consider their options with regards to their licence to practice whilst they are overseas and check with their regulatory body any necessary requirements for revalidation or licence to practice. Please note: The Research and Quality Improvement Fellowships are non-clinical.

What are the risks of participating in an NHS Global Fellowship?

NHS England and our overseas partner organisations take your security and safety seriously. Before placing anybody as a Fellow, we make an independent judgement that security risks are at acceptable levels. Avoiding unacceptable risk and minimising acceptable risk once you are deployed is a duty and responsibility shared by you, NHS England and our overseas partners.

By choosing to work in a different country and culture, you accept a potential increase in personal security risk posed by a new and unfamiliar environment. You are responsible for briefing yourself on security and safety and ensuring you are satisfied with the information you receive before you go. For up-to-date travel advice we advise all Fellows to regularly familiarise themselves with the latest information on the [Foreign, Commonwealth & Development Office travel advice website, signing up to email updates to stay up to date.](#)

Where can I get up-to-date information about day-to-day life in my Fellowship site?

There is a Fellowship site handbook for each partner site and contains useful information for you whilst living in the partner country. We ask that each cohort of Fellows contributes to the handbook before the end of their Fellowship, to ensure it is relevant to the next cohort and up to date. This will be shared with you once your Fellowship site has been confirmed. For new sites, the Fellowship team will provide information if there is no handbook available.

In the months prior to your Fellowship, your NHS England Partnership Manager will connect you with former Fellows who were placed at the same site. They can advise you about the living cost and practicalities of life at your Fellowship site.

Important Financial Information

Please note that the Fellowship does not cover your salary or provide funding for personal living expenses such as mortgage payments, rent, utility bills, or other household costs for your UK property. Applicants are encouraged to ensure they have adequate financial arrangements in place to cover these obligations for the duration of the fellowship.

Costs vary from site to site; your Partnership Manager can advise, however we would suggest having a minimum of £750 -1,000 available to you, to cover in-country transport, up front rent costs and incidentals. In the event of a health issue, you may need to pay up front for treatment and claim back these costs from our insurance company. Please ensure you have the means to do so should this arise.

2.During your Fellowship

Can I take my family with me on an overseas Fellowship?

No, it is not possible for Fellows to be accompanied by other family members when undertaking an overseas fellowship. The reason for this is that you are placed with another Fellow, and it would be unfair to the other Fellow as you are there to support each other. See also 'Can I have visitors whilst on my Fellowship?' below.

How much will I pay for accommodation?

Accommodation in all our partner sites is funded.

Should I take my own laptop?

Yes, you will need to take your own laptop and are responsible for the data on it throughout the Fellowship. If you do not have a laptop, you can take overseas, please make the Fellowship Programme team aware of this as soon as possible.

How do I withdraw money in-country?

All Fellowship sites have ATMs in the main towns. You may want to check that you will not be charged exchange rates and cash advance charges to use your card overseas. Inform your bank that you will be using it overseas so that your account is not 'frozen' to protect you from card fraud. Please review the Fellow's Handbook for more information on this.

What should I do if I need emergency care whilst on the Fellowship?

You are required to note the 24-hour emergency number for NHS England's insurance provider and other key numbers provided by your Global Partnership Manager, always keeping them on you. These will be detailed in your handbook. In the event of an emergency, in the first instance please contact the insurer. Then, notify the overseas partner, followed by your Global Partnership Manager. Information about the process is included in detail in the handbook and as mentioned above, will be discussed at induction. A copy of the insurance documentation will be emailed to you before your Fellowship which you must familiarise yourself with. We would advise saving the insurance contacts and the policy number in your phone. The Fellowship team cannot advise on individual circumstances with respect to insurance, and it is the responsibility of the Fellow to operate within the parameters under which the NHS England insurance is valid. For any personal leisure travel, activities or accommodation, personal insurance must be taken out by the individual Fellow at their own cost.

Please be aware that while the insurance company is able to instruct a "guarantee to pay" to the healthcare provider, in some circumstances you may need to pay costs up front and claim these back. Please take this into account when you are planning your finances. Please ensure you have a SIM that allows calls to be made to the UK in case you need to contact the insurers.

Is there a Code of Conduct for volunteers and Fellows whilst overseas?

Yes, you are expected to abide by our Code of Conduct, informed by our Values and Behaviours, which are in our Fellow handbook.

What is the dress code for Fellows whilst in-country?

The general rule for all Fellows is to dress modestly and respectfully, whether you are in the office, in health facilities or in the community – you may receive advice regarding this from the in-country partner on your arrival. If you are unclear, please ask. You might find it useful to refer to the 'Local laws and customs' section on the [UK Government Foreign Travel Advice website](#).

Can I socialise with local staff?

The programme is funded by the NHS so although you are not employed whilst on your Fellowship, you are acting as an ambassador to the NHS. You are encouraged to socialise with work colleagues but in a responsible and professional manner, including out of work time.

Can I have a local boyfriend or girlfriend?

Developing or seeking to develop a sexual relationship with a [primary actor](#) of any age is not acceptable and will not be tolerated since they are based on inherently unequal power dynamics.

Can I have visitors whilst on my overseas?

For overseas trips of less than 1 month – no. For overseas trips of more than one month -yes, for short visits, following discussion and agreement with others with whom you are living. This might appear obvious but unfortunately, there have been incidents where this common courtesy has been ignored. Please also notify the overseas partner if you plan to have visitors. All visitors will be expected to act in accordance with the code of conduct under which Fellows operate.

Are there any occasions when my Fellowship would be shorter than planned?

Your status as a Fellow will be reviewed in line with the obligations set out in your Letter of Commitment and the Code of Conduct, as well as any other circumstances where it is felt wise or prudent to return home, such as becoming ill, political or civil unrest in-country, or a pandemic.

3.Post-Fellowship

What are my commitments post-Fellowship?

On return to the UK, you will be expected to complete any outstanding assignments as detailed in the NHS Global Fellowship 'Fellow's Handbook', meet with your Leadership Development Partner, and make a short presentation which describes your work and personal learning to future Fellows and others allied to the NHS Global Fellowship programme. These events are usually held during an evening.

Can I submit my project or experience for publication?

We support and encourage both formal and informal publication/comms; however, you are required to seek approval from your Global Partnership Manager and overseas partner before publishing any material connected with your Fellowship. We encourage you to co-develop publications with your project supervisor or other colleagues you worked with during your project, and to apply a decolonising global health lens to any communications you develop.