**Collaborative Academic Practice Innovation Fellowship Program**

# MENTOR AGREEMENT AND SUPPORT FORM (2 pages)

**A “Collaborative” Quality Improvement project submission is required, involving the candidate, their manager and mentor(s) in the proposal development.**

Mentors for fellowship projects are often from the candidate’s unit, program or department. However, mentors from other areas with content expertise (relevant to the proposed project) or quality improvement experience are also appropriate. Mentors may be from any profession or position (e.g. past fellow, APNE, SPPL, Discipline Head, NP, MD, etc.).

**Fellowship Candidates:** Please ask your mentor to complete this agreement and letter of support for your proposed project. Scan a signed copy and upload it on the application page. If there is more than one mentor, please ask each mentor to complete a separate form and then upload the completed and signed documents as one scanned pdf.  
 **Name of Candidate:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Name of Project:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Mentor Agreement: Please tick √ statements to indicate your agreement**

\_\_\_ I support the value of undertaking the named project, and I have been directly involved in developing the project proposal.

\_\_\_ I will be available to meet (at least twice monthly) with the candidate and their manager throughout the Fellowship program from **September 13, 2023 to March 8, 2024**.

\_\_\_ I have Quality Improvement knowledge, skills and experience (e.g. PDSA cycles, Model for Improvement)

\_\_\_ I do not have Quality Improvement knowledge, skills and experience. However, I am willing to complete either:

1. Online Quality Improvement E-learning Modules  
   <https://tools.michener.ca/bbvirtual/Continuing_Education/Unsorted/QI-Module_Part-1-and-Part-2/index.html>
2. IDEAS Workshop (Improving & Driving Excellence Across Sectors) Foundational Program in QI and preparatory e-learning (invitations will be sent via email).
3. [Interprofessional Quality & Safety Rounds Series](https://universityhealthnetwork.sharepoint.com/teams/Quality-Safety/SitePages/Q&S-Resources,-Education.aspx) by UHN’s Quality, Safety and Clinical Adoption program.

|  |
| --- |
| **Letter of Support (to be completed by the proposed mentor):** Please providea brief letter: a) why you support this specific project and b) the proposed candidate for the fellowship. |
| \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Mentor’s Signature Print Name Date (electronic **not** permitted) |