

APPLICATION FOR STUDY LEAVE (FOCUSED SABBATICAL)
FOR PENN STATE FACULTY PHYSICIANS
OF PENN STATE MILTON S. HERSHEY MEDICAL CENTER

Fiscal Year _____

A Study Leave (leave of absence with pay) is available to Penn State faculty physicians of Penn State Milton S. Hershey Medical Center. The study leave must clearly be supportive of the strategic focus of the College and Penn State Milton S. Hershey Medical Center in meeting its clinical, research, and education missions as defined by the strategic planning process. This will allow physicians to gain expertise in areas which have been designated for development by Penn State Milton S. Hershey Medical Center leadership group, e.g. rapidly developing new technologies, new therapeutic directions, evidence-based medicine, clinical and outcomes research and health administration leadership opportunities. These awards are competitive and a limited number will be made each year; concurrent leaves will be discouraged in any one clinical unit. The deadline for applications is December 31 for leaves planned for the following fiscal year. The Study Leave Committee, appointed by the CEO and Dean, will review, rank, and prioritize the applications. Recommendations will be submitted to the CEO and Dean for selection and approval. In general, funded study leaves will be granted for a 3-month period.

Name _____ Department/Division _____

Title _____ Social Security # _____

Period of Leave Requested (from _____ to _____)

Employment date _____

Previous Study Leave Application _____

Title of Project:

Proposed location of project:

Signature of Applicant

Signature of Division Chief

Signature of Department Chair

Signature of Chair, Study Leave Committee

Signature of CEO and Dean

*Please follow the outline on the last page and attach all pages to this cover sheet.
Return completed application to the Office of Faculty and Administrative Affairs, Room C1710,
Penn State Hershey Medical Center.*

PENN STATE MILTON S. HERSHEY MEDICAL CENTER

APPLICATION FOR STUDY LEAVE

NAME OF APPLICANT:

TITLE OF STUDY LEAVE PROJECT:

PROPOSED LOCATION OF PROJECT:

REASONS FOR CHOICE OF THIS PARTICULAR LOCATION FOR STUDY (give alternate leading sites for this type of work):

DESCRIPTION OF STUDY LEAVE PROJECT (including specific objectives, and detailed description of activities proposed during this period. Use this page and attach ONE additional page if necessary):

ANTICIPATED OUTCOMES OF STUDY LEAVE ACTIVITIES –
PUBLICATIONS (include books/articles/CD ROM)
PILOT STUDY/PRELIMINARY DATA FOR EXTERNAL GRANT FUNDING
APPLICATION
ACTIVITIES LEADING TO POTENTIAL TECHNOLOGY TRANSFER/INTELLECTUAL
PROPERTY ISSUES
DEVELOPMENT OF NEW CLINICAL SERVICES/DIRECTIONS

PROPOSED BENEFITS OF STUDY LEAVE:

To your personal clinical career development:

To the future strategic plans of your clinical unit:

To stated missions of Penn State Milton S. Hershey Medical Center and Penn State College of Medicine:

PROPOSED BUDGET:

NOTE:

Applicants are encouraged to obtain external support to address additional costs incurred by Study Leave.

Period of study leave_____

Base salary and fringe for period of study leave \$_____

External support: Source _____

 Amount \$_____

(4) Penn State Hershey Medical Center/Departmental resources to be used during study leave \$ _____

SPECIFIC PLAN FOR CLINICAL DUTIES AND PATIENT RESPONSIBILITIES DURING PERIOD OF STUDY LEAVE:

Clinical Coverage: Will be provided by:_____, M.D.

Call Coverage: Will be provided by:_____, M.D.

Patient Scheduling and Patient Questions: _____, M.D.

Non-Physician Personnel needed for coverage: _____
