



## CAL EIS PROGRAM

### CALENDAR

July 1, 2012 – June 30, 2013  
Monday – Friday 8:00 AM – 5:00 PM

#### 2012

July 1	<b>Fellowship Starts</b> Fellows and Preceptors meet to discuss plan for the year and begin activities
July	Orientation, Sacramento
August 15	<b>Baseline Competency Evaluation and Planning Chart and Goals/Objectives</b> due from each Fellow  <b>Monthly Activity Report</b> for <b>July</b> due from each Fellow
September 3	Labor Day Holiday
September 15	<b>Monthly Activity Report</b> for <b>August</b> due from each Fellow
September 24	Quarterly Epidemiologists' Meeting
October 15	<b>Monthly Activity Report</b> for <b>September</b> due from each Fellow  <b>MAJOR PROJECT</b> for the year should be selected
October (TBD)	West Coast Epidemiology Conference, TBD
October 4, 2012	<b>Required:</b> California Conference of Local Health Officers (CCLHO) Semi-Annual Business Meeting (Sacramento)
Oct.-Nov	Initial <b>Site Visit</b> with Fellow and Preceptor
Oct. 27 – 31st	American Public Health Association Annual Meeting & Exposition, San Francisco, CA
November 2	Deadline for 2012-13 Cal EIS Applications
November 12	Veteran's Day Holiday (Observed)
November 15	<b>Monthly Activity Report</b> for <b>October</b> due from each Fellow
November 22, 23	Thanksgiving Holiday
December 6	<b>Fellowship Advisory Committee Meeting, Sacramento</b> Fellows <b>required</b> to attend and give a 10 minute update on their progress thus far. Applications for 2013/14 Fellowship year to be reviewed
December 15	<b>Monthly Activity Report</b> for <b>November</b> due from each Fellow
December 25	Christmas Holiday

## **2013**

January 1	New Year's Day Holiday
January 15	Due from Program Director <b><i>Semi-Annual Evaluation of Fellow</i></b>
	Due from each Preceptor <b><i>Semi-Annual Evaluation of Fellow</i></b>
	Due from each Fellow <b><i>Monthly Activity Report</i></b> for <b><i>December</i></b> due from each Fellow
	<b><i>Midyear Competency Evaluation and Planning Chart (cumulative for July – December)</i></b> due from each Fellow
	<b><i>Semi-Annual Evaluation of Preceptor and Program</i></b> due from each Fellow
January	<b><i>Program Director's Semi-Annual Evaluation</i></b> conducted with each Fellow
January 21	Martin Luther King Jr. Day Holiday
January (TBD)	Quarterly Epidemiologists' Meeting
February 15	<b><i>Monthly Activity Report</i></b> for <b><i>January</i></b> due from each Fellow
February 18	President's Day Holiday
March 15	<b><i>Monthly Activity Report</i></b> for <b><i>February</i></b> due from each Fellow
March (TBD)	Quarterly Epidemiologists' Meeting
April 1	Cesar Chavez Day Holiday (Observed)
March – May	Final <b><i>Site Visits</i></b> with Fellow and Preceptor
April 15	<b><i>Monthly Activity Report</i></b> for <b><i>March</i></b> due from each Fellow
May	<b><i>Required:</i></b> CCLHO Semi-Annual Meeting, TBD
May (TBD)	Western Regional Epidemiology North Conference, Ashland, OR
May 15	<b><i>Monthly Activity Report</i></b> for <b><i>April</i></b> due from each Fellow
May 27	Memorial Day Holiday
June 13	<b><i>Fellowship Advisory Committee Meeting, Sacramento</i></b> Fellows are <b>required</b> to attend and present 10 minute reports on their major projects.
June 15	<b><i>Monthly Activity Report</i></b> for <b><i>May</i></b> due from each Fellow
June (TBD)	Quarterly Epidemiologists' Meeting

June 30

***Fellowship Ends***

Due from each Fellow:

- ***Monthly Activity Report for June***
- ***Final Competency Evaluation and Planning Chart (cumulative for July-June)***
- ***Fellow Evaluation of Preceptor and Program***
- ***Final Major Project Written Report***

Due from each Preceptor

- ***Final Evaluation of Fellow and Program***

*These documents must be submitted and must be deemed satisfactory in order for a Fellow to receive his/her certificate of completion.*

Due from Fellowship Director

- ***Final Evaluation of Fellow***

July 15

***Program Director's Annual Evaluation*** of each Fellow Evaluation results formally communicated with each Fellow

July-Oct

Graduates receive ***Certificate of Cal EIS Fellowship Completion***