



CAL-EIS PROGRAM

CALENDAR

July 1, 2014 – June 30, 2015
Monday – Friday 8:00 AM – 5:00 PM

2014

- July 1 ***Fellowship Starts***
Fellows and Preceptors meet to discuss plan for the year and begin activities
- July 4 Independence Day – Holiday
- July 21 Orientation, Sacramento
- August 15 ***Baseline Competency Evaluation and Planning Chart and Goals/Objectives*** due from each Fellow
Monthly Activity Report for ***July*** due from each Fellow
- September 1 Labor Day – Holiday
- September 15 ***Monthly Activity Report*** for ***August*** due from each Fellow
- October 1-3 **Required:** California Conference of Local Health Officers (CCLHO) Semi-Annual Business Meeting (Hyatt Regency - Sacramento)
- October 2-3 West Coast Epidemiology Conference, Portland, OR
- October 15 ***Monthly Activity Report*** for ***September*** due from each Fellow
MAJOR PROJECT for the year should be selected
- Nov 15 – 19 American Public Health Association Annual Meeting & Exposition, (New Orleans, LA)
- November 11 Veteran's Day Holiday (Observed)
- November 15 ***Monthly Activity Report*** for ***October*** due from each Fellow
- November 28, 29 Thanksgiving Holiday
- December 5 Deadline for 2014-15 Cal-EIS Applications
- December 15 ***Monthly Activity Report*** for ***November*** due from each Fellow
- December 25 Christmas Holiday

2015

- January 1 New Year's Day Holiday
- January 15 Fellowship Advisory Committee Meeting, Fellows are required to attend and give a 10 minute update on their progress thus far. Applications for 2015/16 Fellowship year to be reviewed.

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| January 15 | <p>Due from Program Director Semi-Annual Evaluation of Fellow</p> <p>Due from each Preceptor Semi-Annual Evaluation of Fellow</p> <p>Due from each Fellow Monthly Activity Report for December due from each Fellow</p> <p>Midyear Competency Evaluation and Planning Chart (cumulative for July – December) due from each Fellow</p> <p>Semi-Annual Evaluation of Preceptor and Program due from each Fellow</p> |
| January | Program Director's Evaluation conducted with each Fellow; may be done in conjunction with Annual Site Visit |
| January 19 | Martin Luther King Jr. Day Holiday |
| February 15 | Monthly Activity Report for January due from each Fellow |
| February 16 | President's Day Holiday |
| March 15 | Monthly Activity Report for February due from each Fellow |
| March 31 | Cesar Chavez Day Holiday (Observed) |
| April 15 | Monthly Activity Report for March due from each Fellow |
| April 29 – May 1 | Required: CCLHO Spring Semi-Annual Meeting, (Queen Mary, Long Beach) |
| May 15 | Monthly Activity Report for April due from each Fellow |
| | Western Regional Epidemiology North Conference (Ashland, OR or Webinar – TBD) |
| May 25 | Memorial Day Holiday |
| June 4 | Fellowship Advisory Committee Meeting, Fellows are required to attend and present 10 minute reports on their major projects. |
| June 15 | Monthly Activity Report for May due from each Fellow |
| June 30 | Fellowship Ends |
| | <p>Due from each Fellow:</p> <ul style="list-style-type: none"> • 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 <p>Due from each Preceptor</p> <ul style="list-style-type: none"> • 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***

***Note: Site Visits will be scheduled at least annually based on the needs of the Fellow and Preceptors and will be in-person or via phone.**