



CAL EIS PROGRAM

CALENDAR

July 1, 2016 – June 30, 2017
Monday – Friday 8:00 AM – 5:00 PM

2016

- July 1 ***Fellowship Starts***
Fellows and Preceptors meet to discuss plan for the year and begin activities
- July 8 Orientation, Sacramento
- August 15 ***Baseline Competency Evaluation and Planning Chart and Goals/Objectives*** due from each Fellow
- September 5 Labor Day – Holiday
- October 5-7 **Required:** California Conference of Local Health Officers (CCLHO) Fall Semi-Annual Meeting (DoubleTree by Hilton, Claremont, CA)
- October 12 - 14 West Coast Epidemiology Conference (Holiday Inn Capital Plaza, Sacramento, CA)
- October 15 ***Quarterly Activity Report*** for months of ***July, August, and September*** due from each Fellow
- Oct 29 – Nov 2 American Public Health Association Annual Meeting & Exposition, (Denver, CO)
- November 4 Deadline for 2016-17 Cal EIS Applications
- November 11 Veteran's Day Holiday (Observed)
- October 15 ***MAJOR PROJECT*** for the year should be selected
- November 24, 25 Thanksgiving Holiday
- December 15 Fellowship Advisory Committee Meeting, Fellows are required to attend and give a 10 minute update on their progress thus far. Applications for 2017/18 Fellowship year to be reviewed.
- December 26 Christmas Holiday (Observed)

2017

- January 2 New Year's Day Holiday (Observed)
- January 15 ***Quarterly Activity Report*** for months of ***October, November, and December*** due from each Fellow
- Midyear Competency Evaluation and Planning Chart (cumulative for July – December)*** due from each Fellow
- Due from Program Director
Semi-Annual Evaluation of Fellow

Fellows who do not start on July 1 will have the report due dates adjusted according to their start date.

Due from each Preceptor
Semi-Annual Evaluation of Fellow

Semi-Annual Evaluation of Preceptor and Program due from each Fellow

January 16	Martin Luther King Jr. Day Holiday
February 20	President's Day Holiday
February	Program Director's Evaluation conducted with each Fellow; may be done in conjunction with Annual Site Visit
March 31	Cesar Chavez Day Holiday (Observed)
April 15	Quarterly Activity Report for months of January, February, and March due from each Fellow
May 3-5	Required: CCLHO Spring Semi-Annual Meeting, (Bakersfield Marriott at the Convention Center, Bakersfield, CA) Western Regional Epidemiology North Conference (Ashland, OR or Webinar – TBD)
May 29	Memorial Day Holiday
June 8	Fellowship Advisory Committee Meeting, Fellows are required to attend and present 10 minute reports on their major projects.
June 30	Fellowship Ends Due from each Fellow: <ul style="list-style-type: none">• Quarterly Activity Report for months of April, May, and June• Final Competency Evaluation and Planning Chart (cumulative for July-June)• Fellow Evaluation of Preceptor and Program• Final Major Project Written Report• Accomplishments Document (cumulative for July-June) Due from each Preceptor <ul style="list-style-type: none">• Final Evaluation of Fellow and Program <i>These documents must be submitted and must be deemed satisfactory in order for a Fellow to receive his/her certificate of completion.</i> Due from Fellowship Director <ul style="list-style-type: none">• Final Evaluation of Fellow
July-Aug	Program Director's Annual Evaluation of each Fellow Evaluation results formally communicated with each Fellow
Aug-Nov	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.**