



## **MENTOR FELLOWSHIP PROGRAM**

### *Evaluation Criteria*

The following five criteria will be used to evaluate applications. Each will be weighted by the percentage noted.

- 1. Goodness of match 25%**
  - What is the strength of the mentor?
    - This applies to both the host registry and the person providing the mentorship.
  - Mentor registry has received NAACCR gold certification.
  - Similarity between registries (number of annual cases; use same software or other criteria that may designate whether this is a good match).
  
- 2. Benefit to registry 25%**
  - How fundamental is the operation to the registry?
    - For example, DCO operations are more fundamental than learning how to code co-morbidity.
  - What is the extent to which the Fellowship will benefit a central registry?
  - Is the stated goal achievable through the proposed visit?
  - Is the subject a registry operation?
    - Operations include data collection, data processing, and use. A fellowship is not applicable to planning meetings or committee meetings.
  - Does the candidate work in a registry?
    - Current staff of central registries will be given preference in fellowship awards. However, there may be a situation where the candidate may not be employed by a registry but the fellowship may benefit the central registry.
  
- 3. Experience and need 25%**
  - Does the candidate provide a good description of the need for mentoring in a registry operation?
  - What is the experience of the candidate in the registry operation in question?
    - Those with less experience will be given preference in fellowship awards.
  - Has the candidate registry received a NAACCR Mentor Fellowship in the last two years?
    - Preference will be given to candidate registries who have not previously received awards.

- Has the candidate registry been certified gold by NAACCR?
  - Preference will be given to candidates whose registry is still working to achieve gold certification.

**4. Logistics 15%**

- Is the length of the visit reasonable and is it justified?
- Is the mentor located within the candidate's region?
- If not regional, then is there adequate justification why someone closer is not chosen?

**5. Budget 10%**

- Is the budget reasonable and justified?
  - If costs appear to be unreasonable, a cost explanation may be requested of the applicant.
  - Staff may assist in obtaining lower airfares or hotel, if needed.
- Is there a demonstrated need for funding?
- What advantage would a NAACCR fellowship (i.e. support of out-of-state travel) give that wouldn't be attainable without it?

***Reviewers may make alternate recommendations for time duration (greater or lesser) with a revised budget. Reviewers may make a fiscal note for staff to obtain more information on any budget item.***