

- 1. Am I eligible to apply?** All NHS Staff and those providing NHS Services (for example those that work for a private company that is subcontracted to provide an NHS funded service) are welcome to apply, including those in both clinical (including clinician academics who work in research/university) and non-clinical roles. If you are working as a locum, you can also apply. Examples of those who are welcome to apply include: Doctors, Medical Students, Dentists, Dental Hygienists, Nurses, Midwives, Pharmacists (including Community Pharmacists), Psychologists, Allied Health Professionals (such as Physiotherapists, Paramedics, Radiographers, Occupational Therapists, SLTs, Dieticians etc), Ambulance staff, Healthcare Scientists, Medical Associate Professions (including Physicians Associates etc), Clinical Support Staff (such as phlebotomists, healthcare assistants/carers, porters, and optometrists), Healthcare managers (such as operational managers, project managers, general managers etc), and Administrative and Clerical Staff.
- 2. Can I apply with an innovation/idea/concept in a very early stage of development?** Yes, we welcome applications from those with an innovative idea, provided this has been given careful consideration. Likewise, we welcome applications from those with a more mature innovation already in market, and all phases in between. Some people also change and pivot their ideas on the programme, which is fine.
- 3. How do I apply?** You can find a link to the application here: <https://www.england.nhs.uk/aac/what-we-do/how-can-the-aac-help-me/clinical-entrepreneur-training-programme/>. To be able to submit an application, you will need to register to the Research Management System application portal. The Applicant Guidance document (<https://www.england.nhs.uk/aac/wp-content/uploads/sites/50/2020/09/CEP-Year-5-Recruitment-Applicant-Guidance.pdf>) contains details instructions on how to use the portal, as well as further guidance to help with your application. Please note that when you register on the portal, a member of the team will need to validate your account before you are able to start your application. Accounts will be validated Monday to Friday, 09:00-17:00, which may mean there is a slight delay between registering for an account and being able to begin your application. Only organisational email addresses will be validated so please do not register using personal email addresses. Once logged into your account, you can then begin your application from the portal home page. Please only submit your application via the portal. Applications submitted by post, email, or any other method will not be accepted.
- 4. What is the time commitment, if successful?** The programme is designed to allow you to engage in full time work/training at the same time as participating in the programme. The time commitment varies and the more engaged you are with the programme, the greater the benefit. The minimum commitment is attendance at half of the scheduled group educational events (there are usually seven per year, but this may vary due to COVID-19); four interactions with your assigned mentor; the completion of learning documents such as an action plan, personal development plan and lean canvas; and the provision of periodic progress updates. You will be specifically linked to a mentor and it would be up to you and your mentor to agree your contact time. Due to the current situation with COVID-19, there will be more content available online when the programme is delivered to you.

5. **Does it cost money to join the programme/ Will I be paid to join the programme/ Does the programme offer grants?** There is no cost to join the programme. The programme does not directly offer any funding or grants. The programme focuses workforce development through mentoring, education, and networking. This means, for example, that Clinical Entrepreneurs will have to cover costs such as travel and accommodation if travelling to events they choose to attend (that are not held online). However, the programme can help signpost/connect candidates with organisations that may be able to assist with funding.
6. **I have an innovation/idea which I am developing with a co-founder, can we both apply?** This programme is a workforce development programme therefore it is focused on developing you as an individual entrepreneur/innovator. Your co-founder can apply separately, and your applications will be assessed independently from one another.
7. **Do you accept applications from Northern Ireland NHS?** Unfortunately, as health is a devolved area of policy, this programme is currently only available for candidates working with/for/on behalf of NHS organisations in England. We would be keen to work with the partners in Northern Ireland in the future but don't have any agreement in place to date.
8. **Can I apply as an 'Intrapreneur'?** The programme aims to support all NHS staff and healthcare professionals to develop their ideas for patient benefit. It isn't only for those who are planning on starting their own business or make a financial return, it's primarily for those who want to make a difference in the NHS. On this basis, we welcome applications from 'Intrapreneurs'. Intrapreneurship is the act of behaving like an entrepreneur while working within a large organization, such as the NHS.
9. **What kind of ideas/innovations do people on the programme develop?** Primarily, the innovation must aim to benefit the NHS, and this could be directly or indirectly. The idea can be clinical or non-clinical, for example, it may be a device, app, service improvement idea, workforce development idea, or anything else. Some of the ideas currently supported on the programme include: Health and fitness programmes, Charities and social enterprises, Training and education programmes, E-rosters, consent platforms & e-prescribing platforms, AI and deep learning algorithms, Substance abuse interventions, Autonomous drone delivery services, Radiation exposure monitors, Robotic surgery innovations, Remote eye, ear, and blood testing, Prescription label translators, Secure communications platforms, Mental health interventions, Nutrition guidance and plans, digital/ estates/ maintenance/ issue reporting, Smart inventory managing tools, Medicines adherence tools, Chatbots and many more...
10. **What is the required format for my references?** We ask for 2 professional references with a maximum length of 1-page each. Most referees use a letter format to briefly outline who they are and stating that they are happy to support your application. They may also wish to add why they feel you would be a suitable candidate for the programme.
11. **Will I be able to keep my intellectual property?** Currently, this programme does not seek to claim any intellectual property.

- 12. How will applications be chosen?** Applications will initially be assessed by at least two reviewers who will score your application independently and provide a recommendation on whether your application should be accepted onto the programme. An average score will be calculated. Applicants will get accepted onto the programme if they meet the agreed scoring threshold and assessors reach a consensus to offer you a place. You may be invited to join a brief video call with two assessors to answer any clarifying questions. All applications will be reviewed by a validation committee (and a sample moderated by equality, diversity and inclusion representatives) to ensure that decisions to not offer (and to offer) a place onto the programme this year are fair and justified.
- 13. Who will assess my application?** Your application will be assessed by at least two reviewers from a pool of assessors that include existing clinical entrepreneur fellows and alumni, programme mentors, and other stakeholders representing clinical, commercial and NHS perspectives. All assessors, moderators and validators will be asked to declare any known 'conflicts of interest' to NHSEI's programme team. As your application will be assessed by a range of people from different backgrounds and specialities, it needs to be accessible. Please keep the use of acronyms to a minimum. If you do choose to use an acronym, you should define it when first used.
- 14. Will the content of my application remain confidential?** All information disclosed via the application process will be kept strictly confidential. Assessors, moderators and validators will not share any of the information they are privy to through the application process and will keep all information safe and secure. However, you are still advised to not disclose any information that is potentially patentable. Rather, we recommend you only provide the more general information about your idea/innovation.
- 15. What happens if I do not complete my application?** Please ensure you complete all sections of the application fully. Incomplete applications will not be assessed. The only exception is if you have not included your references. This information can be collected at a later date but please note that assessors are advised to refer to your CV and references when scoring your application.
- 16. Can I save my application and come back to it later?** Yes, you do not have to complete your application all in one sitting – you may save your progress using the 'Save and Close' button and complete/amend your application at a later date (before the submission deadline). We recommend that you save your work regularly to minimise the risk of losing work due to any local computer or internet problems.
- 17. Can I submit more than one application?** No, please only submit one application and ensure all information provided is complete and accurate. Throughout your application, you are advised to provide responses that are comprehensive, highly relevant and clearly articulated with compelling evidence and examples presented, where necessary.
- 18. What happens if my application is successful?** If your application is successful, you will be notified and sent an NHS Clinical Entrepreneur Agreement which must be signed and returned in order to accept your place onto the programme. This document will set out the terms of your place on the programme.

19. **When will I find out if my application is successful?** We aim to notify all candidates about the outcome of their application by January 2021. This year we expect to recruit 100-150 individuals, subject to the quality of the applications
20. **Will I receive funding, if successful?** This programme does not directly offer any funding or grants. The programme focuses on mentoring, education, and networking. However, the programme can help signpost/connect you with organisations that may be able to assist with funding. Your mentor will be specifically matched based on your needs and your innovation.
21. **If I am unsuccessful, will I receive feedback?** Due to the number of applications we received, we will be unable to provide detailed feedback on individual applications but will endeavour to provide as much information as possible on request.