

## Travelling Fellowship 2023 Guidelines

### Introduction

You are selected as “high potentials” in the area of the degenerative knee treatment orthopaedic surgeons. Your hosts know that you have been selected as potential leaders in knee arthroplasty in the future and expect you to act accordingly. This includes being courteous, humble, patient, and respectful of others’ cultures and customs. You will be judged not only on what you say but also on your ability to listen and your interest in your hosts’ opinions. Don’t forget you are a guest.

All arrangements starting from Teaching Centre 1 to Teaching Centre 8 will be made by the EKS office and you should be organised and follow the schedule.

One of you should act as a **contact person** for the EKS office, please give the name to the EKS office when you have decided as a group.

Your accommodation will vary at different host sites. Remember that the local hosts organise the local fellowship programme and the individual hosts pay for a number of local expenses. Please thank them accordingly. You will be housed in hotels, private homes, and hospital residences. Sometimes you will share accommodations with each other; other times you will have private accommodation.

### Passport and insurance

You need to have a current valid passport. Please check whether you need to obtain visa for the countries you will visit. You should also make a copy of your passport and carry it in a separate place so that it can be quickly replaced if lost or stolen. We suggest that you also leave a copy of it at home. You will need an appropriate travel insurance including medical costs in case of a hospital admission.

### Business cards

Don’t forget to bring with you a number of business cards to inform your hosts of your co-ordinates.

You may want to have a small amount of local currency (for snacks, newspapers, airport departure tax) for the various countries you will visit. Otherwise we recommend carrying a credit card or two.

### Presentation

Each of you will be expected to **have two presentations**. At most sites, you may only present one, but occasionally you will be asked to present more than one.

Keep the presentations low tech. You might bring your presentations on CD/USB-stick or portable computer. If you have other special needs for presentations, please try to let the hosts know as soon as possible.

We would prefer if there was diversity in your presentations. You can consult Prof. Sébastien Lustig ([sebastien.lustig@gmail.com](mailto:sebastien.lustig@gmail.com)) as well as communicate with the other participants’ topics you propose for the fellowship. The Travelling Fellowship Committee looks for diversity in areas of interest when selecting the Fellows, so this should not be a problem.

If you have print outs associated to your presentations, bring one for each host site. Your host can have them duplicated for the attendees. You will usually be presenting to a group of orthopaedic surgeons. At some sites your audience will include sports medicine doctors, physical therapists, nurses and other paramedical personnel.

It's a good idea to ask your hosts about your audience when you arrive so that you know how to pitch your presentations. Your audience may range from 15 practice partners to 100 people at grand rounds or at a meeting.

Be prepared to vary the length of your presentations. At most sites you will be given 10-15 minutes to present a paper. Some hosts may want your presentations to be shorter and some longer.

### **Gifts and Thank-you**

You may want to bring with you some small inexpensive gifts unique to your home area or academic institution. Often you will be transported by residents or fellows and it is nice to give them some token of your appreciation. Something as simple as a key ring or other small item such as pen or shot glasses imprinted with the logo of your institution, city or local sports team will be a nice touch. You may also be entertained in private homes or transported by your host's spouses. Think about gifts you might take that would be suitable for them (e.g. most women prefer musical CDs to ties). We encourage you to communicate with other members of your group so that your gifts are comparable.

We strongly suggest writing your thank you letters in advance so that you are not overwhelmed when you return home.

### **Evaluation**

The fellow group is expected to present a **short summary** of their trip at the closed EKS meeting in Bordeaux, France (November 29<sup>th</sup> - December 1<sup>st</sup> 2023) where the fellowship officially ends. Around 15 minutes will be allotted for this. This presentation is given by one of the fellows but this can be worked out within the group.

The group is also expected to write up a slightly **longer summary with highlights** (both educational and cultural) from each site visited. This will be put on the EKS website.

In order to put together these summaries, you must keep a log as you go. In some groups all fellows opt for keeping their own journals. In other groups the fellows alternate days on which one of them is responsible for noting their activities. If your group decides to do this, please decide who is going to do the transcription when you get home. Ultimately, your log will need to be edited for the presentation and publication mentioned above.

Some groups have created pictorial journals of their trips and sent copies back to their hosts.

Take as many pictures as you can. This will be one of the most memorable experiences of your life. Take pictures of each other as well as your hosts and the hosting institutes, and feel free to share on social media this unique experience.

At the EKS Closed Meeting in Bordeaux, you will have to communicate the 2 best centres. These 2 centres will then be automatically selected for the next fellowship.

### **Clothing**

Selecting your clothing in a way that everything goes with everything else will keep the number of items down. Bring items that withstand wrinkling so you can use them more than once. Also choose major clothing items that can be dressed up or down so you can wear them in a variety of social situations. You will need comfortable clothing to travel in, business clothes, clothes for recreation, and clothing for dinners. Some dinners are more formal than others (depending on the country) and you may want to bring a suit or cocktail dress.

Remember that you will be meeting with different people every few days so you won't need to be concerned about being seen in the same outfits over and over again. Packing clothing in plastic dry cleaning bags helps prevent wrinkling. Be sure to have comfortable walking shoes.

A few of the stops will be for more than two days and you will have the opportunity to have laundry done. You may want to consider bringing some detergent to do some personal laundry along the way.

You will need adapters in order to use any electrical personal appliances. They are country specific and are available in travel stores, luggage stores, at the airports.

You should carry your presentations (computer), an extra shirt and any critical personal toiletries in your carry on luggage. Your carry on has to be small enough to fit under the seat in front of you. Some of the airlines are really strict about this.

Try to limit the number and size of your suitcases as rental cars that will be used for part of the journey have small trunks. Pack light! A maximum of two pieces of luggage is ideal. Try to limit yourself to what you can comfortably carry by yourself, if necessary. You might consider bringing an extra folding or expandable suitcase because you will receive gifts along the way and may be purchasing souvenirs. One way or another, you will be returning home with more baggage than when you left. You may want to consider making arrangements to send gifts home so that you don't have to transport them.

### **Ambassadors**

Remember that you are ambassadors of goodwill as well as ambassadors of science. Meet whatever situations you encounter graciously and gratefully. Anticipate that some hosts may not be as "advanced" scientifically as others. Almost always, however, there are cultural, social, or historical lessons to be learned. In the unlikely event you have a strongly negative experience, keep your reactions to yourself and report your thoughts to the Travelling Fellowship Committee after the trip.

Prior to the trip, try to read something about the culture and history of the places you will be visiting. Not only this will increase your own enjoyment, but it will also make you a better conversationalist and guest. Try to learn a bit of the language of one or more of the countries you will be visiting. This might consist of as little as a greeting for a few introductory sentences used at the beginning of your talk, or a toast or thank you to be used at a meal or banquet. In this era of English language dominance in the world, it is amazing how much this token gesture will be appreciated.

### **Finances**

Travel and Hotel accommodation will be organised by the EKS Office. Extra travel costs bus, taxi, metro,..) will be partially reimbursed based on original receipts. The centres pay some dinners and other meals are at your own expense.