



**ADN CoE<sup>®</sup>**



# **Head & Neck Surgery Fellowship Program**

# HEAD & NECK SURGERY FELLOWSHIP

## BOOKLET NO 1: INFORMATION BOOKLET

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# ADN CoE®

### WARNING

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# Revolutionizing Continuous Medical Education

Welcome to ADN CoE®, where we believe in creating superior processes to achieve exceptional results. With over 15 years of experience in Continuous Medical Education (CME), we take pride in delivering unparalleled convenience and value to our esteemed partners.

At ADN CoE®, we understand the significance of fostering a strong connection between medical professionals and the latest advancements in their respective fields. Our mission is to facilitate a platform where physicians with exemplary practices and expertise can come together to share knowledge and best practices.

Our journey began with a deep-rooted motivation to address the needs of healthcare professionals like yourself, who exhibit unwavering dedication to your patients and a strong commitment to your craft. We acknowledge that continuous medical education is not just an obligation but an integral part of your growth and success as a healthcare provider.

As experts in the field of CME, we pledge to offer you a seamless and enriching experience, curating specialized events, and learning opportunities that align with your professional interests and goals. By collaborating with ADN CoE®, you gain access to a network of exceptional physicians, cutting-edge resources, and transformative insights that can shape the future of medical practice.

We are excited to embark on this journey with you, fostering a community of like-minded healthcare professionals who aspire to make a meaningful impact on patient care through continuous learning and growth. Together, let us elevate the standards of medical education and reinforce our commitment to enhancing patient outcomes.

Thank you for choosing ADN CoE® as your preferred partner in continuous medical education. We look forward to empowering your journey toward excellence.



# OUR MISSION

We are dedicated to the pursuit of excellence in the dynamic healthcare landscape. We recognize the importance of continuously enhancing value and elevating quality standards. With this in mind, our mission is to foster global collaboration among esteemed medical practitioners and organizations, facilitating the exchange of knowledge. Through this exchange, we aim to uplift the standards of care and enhance the well-being of communities worldwide. Furthermore, we strive to optimize operational performance and deliver superior value to patients



# & VISION

At ADN CoE, we envision a world where our comprehensive trainings and mentorship programs empower clinicians to provide optimal healthcare for all. As we train the next generation of healthcare professionals, our ultimate vision is to create an environment where their expertise supports the delivery of exceptional patient care. We are committed to providing and advancing high-quality learning opportunities for healthcare professionals who are catalysts for continuous improvements in patient care.



# Head & Neck Surgery Fellowship Program

## Program Overview:

A Head and Neck Surgery Fellowship is an advanced, immersive training program for physicians who wish to master the comprehensive surgical management of head and neck diseases, including benign and malignant tumors of the upper aerodigestive tract, thyroid and salivary gland pathology, neck dissection principles, airway surgery, and complex reconstructive techniques. Fellows graduate able to evaluate, plan, perform, and manage head and neck surgical procedures with evidence-based clinical judgment, technical precision, and multidisciplinary collaboration

## Target Audience:

Board-certified or board-eligible physicians from Otorhinolaryngology (ENT) / Head & Neck Surgery or related surgical specialties with completed residency and prerequisite clinical training (oncology exposure recommended).

## Program Structure:

**Duration:** 3–12 months (flexible according to participant goals)

**Format:** Hybrid, online didactics + onsite hands-on training

## Key Features:

- Supervised, progressive hands-on participation in head and neck surgical procedures (tumor resections, neck dissections, thyroid surgery, salivary gland surgery, airway procedures, reconstructive techniques).
- Daily ward rounds and multidisciplinary case planning (ENT, Head & Neck Surgery, Medical Oncology, Radiation Oncology, Radiology, Pathology, Anesthesiology).
- Dedicated skills and simulation sessions: airway management and tracheostomy care, suturing/flap technique practice, complication drills.
- Mentorship with recognized head and neck surgeons and access to curated surgical video libraries.

## Program Curriculum

### Module 1: Foundations & Safety

- Head and neck anatomy, oncologic principles, preoperative evaluation and staging
- Operating room safety, perioperative protocols, antibiotic prophylaxis, hemostasis, airway safety basics
- Postoperative care essentials, nutrition support, peri-procedural pharmacology

### Module 2: Head and Neck Oncology & Neck Dissection

- Tumor evaluation, imaging interpretation, surgical planning and margins
- Neck dissection levels, techniques, and complication prevention
- Perioperative management, functional outcomes, and rehabilitation pathways

### Module 3: Thyroid, Parathyroid & Salivary Gland Surgery

- Indications, surgical approaches, nerve monitoring principles, complication management
- Parathyroid localization concepts and operative strategy
- Salivary gland tumors: parotid/submandibular surgery and facial nerve preservation

### Module 4: Airway, Laryngeal & Upper Aerodigestive Procedures

- Tracheostomy and airway management, endoscopic assessment principles
- Surgical approaches for larynx/hypopharynx/oropharynx cases
- Postoperative airway, voice, and swallowing care pathways

### Module 5: Reconstruction, Complication Management, Advanced Imaging & Research

- Basic reconstructive options, wound care, fistula prevention and management
- Managing bleeding, infection, nerve injury, airway emergencies; post-procedural critical care coordination
- Advanced interpretation: CT/MRI/US/PET-CT in head and neck cases, multidisciplinary decision-making



# Head & Neck Surgery Fellowship Program

## Learning Methods:

- Hands-on supervised procedures in high-volume operating rooms.
- Daily case debriefs, logbook tracking, and milestone evaluations mapped to competencies

## Onsite Training in Istanbul at ADN CoE's Istanbul Center

- **Simulation sessions** with procedure-based workstations
- **Live Surgery Observations** during head and neck operations

## Registration Fees

### Standard Registration (Hybrid Model):

includes online modules, supervised observation, simulation days, certificate.

### Premium Registration (Extended Hands-on & Research)

more OR time, mentorship, research supervision.

### Online-Only Option (For those unable to attend in-person sessions)

full access to recorded lectures, libraries, webinars.

## Additional Opportunities

- Group discounts for hospitals, universities, or research institutions
- Flexible pricing for different regions

## How to Apply:

interested candidates must submit the following documents to the program director:

- **Letter of Interest:** A personal statement outlining your motivations, career aspirations, and reasons for pursuing this Fellowship Program.
- **Letters of Recommendation:** Three or more letters of recommendation from faculty members or professionals familiar with your clinical and procedural abilities.
- **Current CV:** An updated curriculum vitae detailing your education, training, clinical experience, research activities, and publications, if applicable.
- **University Diploma:** A copy of your university diploma as proof of your higher education degree.
- **High School Diploma:** A copy of your high school diploma as proof of your educational background.
- **3x5 Photo (.jpg format):** A recent photograph of yourself in 3x5 size and jpg format
- **Financial Statement:** A financial statement indicating your financial capacity for the fellowship period, preferably the latest 6
- **Exchange Suitability Certificate:** A certificate from your university indicating your suitability for participating in an exchange program, if applicable
- **Passport Documents:** Copies of your passport pages. Please ensure that your passport is valid for the duration of the fellowship period.

All application documents should be professionally submitted following specified format guidelines.



# HOW TO APPLY

## FELLOWSHIP APPLICATION PROCESS

- **Application Deadline:** Applications must be submitted at least 2 months before the fellowship program's start date.
- **Efficient Review:** Our team ensures a prompt review of all received applications, expediting the selection process.
- **Invitation-Only Interviews:** Shortlisted candidates will receive invitations to participate in virtual interviews conducted over Zoom.
- **Program Commencement:** The fellowship program commences on the first day of the designated month.
- **Flexible Fellowship Durations:** We offer fellowship durations ranging from 6 to 9 months, as well as one- and two-year options.



# GENERAL INFORMATION

## ADN COE'S BANK DETAILS

### Garanti Bank-ADN COE EGiTiM DANISMANLIK VE ORGANIZASYON LIMITED SIRKETI

<b>TL Account</b> IBAN	TR89 0006 2000 4430 0006 2943 38
Bank Account Number	708-6297110
<b>Dolar Account</b> IBAN	TR66 0006 2000 4430 0009 0646 84
Bank Account Number	708-9074907
<b>Euro Account</b> IBAN	TR93 0006 2000 4430 0009 0646 83
Bank Account Number	708-9074908
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