



ESF Research Networking Programmes Short Visit Grant Acceptance Form

APPLICATION

Reference N° 6298 Submission date 21/12/2013

ESF ACTIVITY

Unit(s) EMRC
Activity Title European Network for the Study of Adrenal Tumors (ENSAT)
Activity Acronym ENSAT

PROJECT

Title Mr
Duration (days) 2 Date of visit (starting date) 05/12/2013
Applicant Mr. Sutcliffe Robert, Birmingham, UK (robert.sutcliffe@uhb.nhs.uk)

HOST INSTITUTE(s)

Professor Walz, Essen, DE (mkwalz@kliniken-essen-mitte.de)

BUDGET GRANTED

Travel costs 327 € Subsistence Allowance 170 €
TOTAL MAXIMUM ESF FUNDING 497 €



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ACCEPTANCE

- ▶ I intend to avail myself of the funds awarded to me Yes
- ▶ I certify that I will be using the money received for the purpose for which the funds have been awarded in accordance with the ESF Guidelines Yes
- ▶ I acknowledge having read the ESF Guidelines carefully, including conditions of award and penalties, and I confirm that I adhere to them Yes

BANK COORDINATES

▶ Account Holder:

Robert Sutcliffe
62 Chantry Road
B13 8DJ Birmingham , GB

▶ Bank Details:

First Direct
40 Wakefield Road
LD98 1FD Leeds , GB

▶ IBAN GB88MIDL40475851298097

▶ SWIFT MIDLGB22

▶ Remittance Ref.

SIGNATURE

Date: 22/12/13

Applicant's signature: 

KLINIKEN ESSEN-MITTE

Evang. Huysens-Stiftung/
Knappschaft GmbH

Akad. Lehrkrankenhaus
der Universität Duisburg-Essen

Gesundheitsförderndes
Krankenhaus der WHO

KLINIK FÜR CHIRURGIE UND ZENTRUM FÜR MINIMAL INVASIVE CHIRURGIE

Direktor

Prof. Dr. med. Dr. h.c. M.K. Walz

Telefon: 0201 174-26001/26002

Telefax: 0201 174-26000


chirurgie@kliniken-essen-mitte.de
www.kliniken-essen-mitte.de

06.12.2013

Certificate of Attendance

Dr. Robert Sutcliffe from Birmingham took active part in our institution at the "Adrenal Day" on December the 6th, 2013.

The operation program consisted of unilateral and bilateral retroperitoneoscopic adrenalectomies. He showed high interest in all topics of minimal invasive adrenal surgery.



M. K. Walz, MD, PhD
Professor of Surgery
Head of Department



Duesseldorf

Thu 5/Dec/2013 - Fri 6/Dec/2013 | Itinerary # 15083307576

Price Summary

Flight + Hotel	£192.96
Taxes & Fees	£65.81
Insurance	£13.00

Total Price £271.77

All prices include taxes & fees and are quoted in British pounds sterling.

Birmingham (BHX) → Duesseldorf (DUS)

CANCELLED

Thu 5/Dec/2013 - Fri 6/Dec/2013 , 1 return ticket

This reservation has been fully cancelled. We're sorry your plans didn't work out. When ready to book a new trip, we'll be happy to help.

Additional Flight Services

- The airline may charge [additional fees](#) for checked baggage or other optional services.

Traveller Information

Robert Sutcliffe Adult	No frequent flyer details provided	Ticket # 2674129667936
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* Seat assignments, special meals, frequent flyer point awards and special assistance requests should be confirmed directly with the airline.

05/12/2013 - Departure Direct Total travel time: 1 h 35 m

	Birmingham	Duesseldorf	1 h 35 m
	BHX 19:25	DUS 22:00	
Flybe 7049 Economy/Coach (L) Confirm seats with the airline *			

06/12/2013 - Return Direct Total travel time: 1 h 30 m

	Duesseldorf	Birmingham	1 h 30 m
	DUS 20:50	BHX 21:20	
Flybe 7048 Economy/Coach (E) Confirm seats with the airline *			

Airline Rules & Regulations

- We understand that sometimes plans change. We do not charge a cancel or change fee. When the airline charges such fees in accordance with its own policies, the cost will be passed on to you.
- **Tickets are non-refundable, non transferable and name changes are not allowed.**
- Please read the [complete penalty rules for changes and cancellations](#) applicable to this fare.
- View the complete terms and the condition of the [description of coverage](#).
- Please read important information regarding [airline liability limitations](#).

Mövenpick Hotel Essen

Thu 5/Dec/2013 - Fri 6/Dec/2013

COMPLETED

This reservation is complete. We hope you had a great trip.



[Am Hauptbahnhof 2, Essen, NW, 45127 Germany](#)

Tel: 49 (201) 17080, Fax: 49 (201) 1708173

Checking in

- Check-in time starts at 3 PM
- Your room will be guaranteed for late arrival

Important Hotel Information

Although Expedia does not charge a fee to change or cancel your booking, **Mövenpick Hotel Essen** may still charge a fee in accordance with its own rules & regulations.

- Prices and hotel availability are not guaranteed until full payment is received.
- If you would like to book multiple rooms, you must use a different name for each room. Otherwise, the duplicate reservation will be canceled by the hotel.
- Cancellations or changes made before 4:00 AM (W. Europe Daylight Time) on 25 October, 2013 are subject to a hotel fee equal to 90% of the total amount paid for the reservation.
- Cancellations or changes made after 4:00 AM (W. Europe Daylight Time) on 25 October, 2013 are subject to a hotel fee equal to 90% of the total amount paid for the reservation.
- Cancellations or changes made after check-in on 05 December, 2013 are subject to a hotel fee equal to 100% of the total amount paid for the reservation.
- View your [online itinerary](#) for additional rules and restrictions.

Additional Hotel Services

The following fees and deposits are charged by the property at time of service, check-in, or check-out.

- Breakfast fee: EUR 19 for adults and EUR 9.50 for children (approximately)
- Fee for in-room wireless Internet: EUR 12 per 24-hour period (rates may vary)
- Fee for wireless Internet in all public areas: EUR 12 per 24-hour period (rates may vary)
- Self parking fee: EUR 9 per night

The above list may not be comprehensive. Fees and deposits may not include tax and are subject to change.

Room	Standard room
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Reserved for	Robert Sutcliffe 1 adult
Requests	One Single Bed, non-smoking room

Travel Protection - Single trip - Cancellation, Medical, Baggage & Other POLICY # EXPGB6000004416

Thu 5/Dec/2013 - Fri 6/Dec/2013

Please call 020 8666 9251 if you have any questions relating to insurance, or need to make a claim. It is important that you download and save a copy of the [Services, terms and conditions](#). This explains the services offered by Expedia and the policy provided by our insurer.

Need help with your reservation?

- Visit our [Customer Support](#) page.
- Call us at 0330 123 1235
- For faster service, mention itinerary # **15083307576**

Scientific report – ENSAT ESF short visit grant application

<i>Host institution</i>	Professor Martin Walz, Kliniken Essen Mitte, Essen, Germany
<i>Date of visit</i>	5 th – 6 th December 2013
<i>Applicant</i>	Robert Sutcliffe, University Hospital Birmingham, UK
<i>Purpose of visit</i>	To learn the indications and technique of laparoscopic adrenalectomy via the retroperitoneal approach

Description of visit

During my visit to Professor Walz's unit, I had the opportunity to observe eight laparoscopic adrenalectomies using the retroperitoneal approach, including one simultaneous bilateral procedure. I had an excellent opportunity to discuss the indications for surgery, patient selection and patient positioning directly with Professor Walz, who has a vast experience in this field. He has perfected the technique over more than 1000 such procedures, and taught the steps of the procedure to me in a very clear, systematic and reproducible manner.