



# UNION EUROPÉENNE DES MÉDECINS SPÉCIALISTES EUROPEAN UNION OF MEDICAL SPECIALISTS

*Association internationale sans but lucratif*

*International non-profit organisation*

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**UEMS 2013/27**

## **Introducing the status of frequent applicants for UEMS-EACCME® applications**

### **PRIVILEGE OF THIS STATUS:**

The applicant will be allowed to submit a complete and paid application no less than 10 weeks from the planned start date of his/her event, instead of the usual 12 weeks.

### **CRITERIA TO BE FULFILLED IN ORDER TO OBTAIN THE STATUS OF "FREQUENT APPLICANT":**

#### **1. Minimum of 10 applications / year**

The Applicant will have to provide the UEMS-EACCME® with their track record of applications submitted

- In 2012 (quantitative evaluation of the applicant's track record)
- Since January 2013 (qualitative evaluation of the applicant's track record)
- The UEMS-EACCME® will check the Applicant's list against its own records

#### **2. Consistent record of high quality applications**

- a. Application form completed correctly

Accurately completed application form: the applicant needs to demonstrate that he/she can correctly complete all the fields of the application form.

- b. Application complete and paid on time
- c. All supporting documents complete and submitted on time

#### **3. If amendments have been required to the Applicant's applications**

- a. These have been performed rapidly (consistently in less than one week)
- b. The amendments fully addressed the concerns raised

#### **4. The applicant must provide feedback on his/her applications.**

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## **GRANTING OF THE “FREQUENT APPLICANT” STATUS**

If the Applicant fulfils the criteria mentioned under item 1, he/she can receive the status of “frequent applicant”.

## **LOSS OF THE STATUS OF “FREQUENT APPLICANT”**

The applicant’s status of “frequent applicant” will be reviewed every six months on the basis of their record of submitted application within that period.

- o If their track record is satisfactory, the Applicant will be allowed to keep their status of “frequent applicant”.
- o If track record is not satisfactory, the Applicant loses his/her status of “frequent applicant” and will have to resubmit for this after at least 10 further successful applications.