



# UNION EUROPÉENNE DES MÉDECINS SPÉCIALISTES EUROPEAN UNION OF MEDICAL SPECIALISTS

*Association internationale sans but lucratif*

*International non-profit organisation*

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**UEMS 2012/28**

## **Constitution of the Governance Boards of the UEMS Standing Committees**

### **Introduction**

In order to extend its work representing the interests of its members, the European Union of Medical Specialists (UEMS) has committed to the establishment of three Standing Committees that will guide developments in key specialist areas.

This paper sets out the proposed basis for this enlargement of the UEMS's structure and function.

### **Background**

The implementation of these Standing Committees was confirmed by the policy decision of the UEMS Council to establish the "future structure" of the UEMS on 8<sup>th</sup> - 9<sup>th</sup> October 2010.

This provides for three Standing Committees, each of which will have a Governance Board, titled:

- Standing Committee on Continuing Medical Education and Professional Development
- Standing Committee on Postgraduate Training
- Standing Committee on Quality Assurance

In the area of Continuing Medical Education (CME) the UEMS established the European Accreditation Council for Continuing Medical Education (UEMS-EACCME®) in October 1999 with the aim of harmonising and improving the quality of specialist medical care in Europe. Major developments in this area, such as new accreditation criteria for e-learning and for live educational events, have been achieved under the auspices of the EACCME Taskforce.

In the area of Postgraduate Training the work of the UEMS Sections and Boards in developing training curricula (Chapter 6 documents) has been extensive. These have been highly influential in setting the basis for specialist training both internationally and in UEMS member states.

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In a similar manner, the work of CESMA in promoting best practice in assessments, both examination-based and ongoing, has contributed considerably to developments in this area. A further initiative, through the European Council for the Accreditation of Specialist Medical Qualifications (ECAMSQ), is demonstrating impressive outcomes, in four pilot specialities, from the introduction of new models of training and evaluation.

## **Next steps**

Given these significant developments, the UEMS Executive recognises the potential for further achievements from these specialist areas and the importance, for further progress, of implementing the Standing Committee structure.

The UEMS also recognises that terms of reference and mission statements for each of the Standing Committees will need to be brought to Council for decision.

## **Policy basis for implementation**

Following the adoption of the “future structure” of the UEMS, the necessary enabling amendments were made to the UEMS Statutes and Rules of Procedure. These are set out below.

### *(UEMS Rules of Procedure)*

Article VII. Standing Committees (Article XI of the Statutes)

Each Standing Committee will be governed by terms of reference adopted by the Council, including objectives, functioning and other necessary provisions to achieve the aims mentioned in the UEMS Statutes.

The Enlarged Executive has the obligation to ensure the establishment, coordination, management and control of the Standing Committees’ work.

### *(UEMS Statutes)*

Article XI. Standing Committees

XI.1 Standing Committee on Continuing Medical Education and Professional Development

Its aim is to recognise high-quality European education and has strict rules for organisers of activities. Its function is the granting of accreditation of CME-CPD activities at the European and International level for the benefit of national specialists

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This Committee will include responsibility for European Accreditation Council for Continuing Medical Education (EACCME®). The EACCME® is a body of UEMS administered by the Executive.

It works closely with both the National Regulatory authorities for CME and/or CPD (Continuing Professional Development) and also the specific expertise of the Sections and Boards.

Its Advisory Committee meets at least once per annum.

## XI.2 Standing Committee on Postgraduate Training

Its aim is to recognise high-quality European postgraduate training and assessments; and acknowledge individual doctors' competence on a harmonised European standard.

Its functions are the harmonisation of postgraduate training standards and guidelines; their implementation; and the assessment and certification of individual medical specialists on the basis of these harmonised standards and guidelines.

This Committee will include responsibility for the European Council for the Accreditation of Specialist Medical Qualifications (ECAMSQ®). The ECAMSQ® is a body of UEMS administered by the Executive.

It works closely with both the National Regulatory authorities for postgraduate training and assessments and also the specific expertise of the Sections and Boards.

Its Advisory Committee meets at least once per annum.

## XI.3 Standing Committee on Quality Management in Specialist Practice

Its aim is to ensure high standards and guidelines of quality of care provided to patients; and acknowledge the fitness of European medical specialists' working environments. Its functions are the harmonisation of quality management standards and guidelines; their implementation; and the certification of medical specialist practice and/or hospitals (clinical practice).

This Committee will include responsibility for the European Accreditation Council for Quality Management (EACQM). The EACQM is a body of UEMS administered by the Executive.

It works closely with both the National Regulatory authorities for quality management and also the specific expertise of the Sections and Boards.

Its Advisory Committee meets at least once per annum.

## **The establishment of Standing Committees**

The following sections of this paper set out the key elements required for the establishment of the three new Standing Committees, each of which will have its own Governance Board.

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On the date of commencement of function of each Standing Committee it will supersede pre-existing UEMS structures in that specialist area.

Specifically, in the case of:

- the Standing Committee on Continuing Medical Education and Professional Development, this will supersede the EACCME Taskforce;
- the Standing Committee on Postgraduate Training, this will supersede ECAMSQ and CESMA.

## **The Governance Boards**

The Governance Boards for each of the three Standing Committees, as part of the UEMS, will be subject to the Statutes and Rules of Procedure of the UEMS.

Specifically, while each Governance Board will be empowered to implement decisions, such as those regarding the function of the Standing Committee, it will also formulate recommendations regarding policy to be adopted either by the UEMS Council or the UEMS Executive.

## **Membership of the Governance Boards**

Eligibility to serve as a Member of a Governance Board of the three UEMS Standing Committees will be determined by membership of the UEMS family, including:

1. The UEMS Council
2. The UEMS Sections & Boards
3. National Accreditation Authorities (NAAs)
4. European Speciality Accreditation Boards (ESABs)
5. Council for European Specialist Medical Assessment (CESMA)

It is proposed that for each Governance Board there will be:

- 7 appointed Members, and
- a maximum of 2 ex-officio Members.

These will be comprised of:

4. Appointed:
  - 4.1. members appointed by virtue of their expertise in the specialist area and their membership of a key stakeholder group of the wider UEMS family
5. Ex-officio:

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5.1.the President and the Secretary-General of the UEMS, or their representative(s)

## **Appointment process**

The Members will be appointed in accordance with the following procedure:

1. Definition, by the UEMS Executive, of desired competencies.
  - 1.1. For a Chairman of the Governance Board, and
  - 1.2. for Members of the Governance Board.
2. Call for nominations for these positions.
  - 2.1. Applicants must be actively engaged in the work of the UEMS or its associated organisations, or have been in the last calendar year.
3. Appointment, in accordance with achievement of the desired competencies, of a Chairman of the Governance Board.
  - 3.1. This will be performed by Members of the UEMS Executive.
4. Appointment, in accordance with achievement of the desired competencies, of Members of the Governance Board.
  - 4.1. This will be performed by a group made up by the President and the Secretary-General of the UEMS and the newly appointed Chairman of the Governance Board.
5. In special circumstances, the UEMS Enlarged Executive will be permitted to appoint to a Governance Board, following a request by the Governance Board, or on its own initiative, no more than one “outside expert”: a person that, while he/she is not a member of the UEMS family, possesses specific knowledge or skills that otherwise are not available.
  - 5.1. This appointment shall count towards the total of 7 appointed Members.

## **Term of Office**

All Members will be subject to the same rules that apply for all official positions within the UEMS, namely their term of office will be a maximum of four years and potentially renewable only once.

As these are appointed positions, it will be within the remit of the UEMS Executive to vary the terms of office in order to ensure achievement of the Governance Board’s mission statements.

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## **Responsibilities**

As part of the person specification criteria for appointment, potential Members will be required to demonstrate their willingness to abide by the UEMS Statutes and Rules of Procedure and to maintain corporate responsibility on behalf of the UEMS Standing Committee and the UEMS as a whole.

Accordingly, Members will be required, after appointment, to agree to abide by, and sign a Code of Conduct, as is the case for Members of the UEMS Executive.

In accordance with the Rules of Procedure of the UEMS, should an appointed Member not fulfil these requirements, it will be possible for the UEMS Executive to expel him/her from the Governance Board.

## **Payments**

In accordance with the Rules applicable to Members of the UEMS Executive, Members of the Governance Boards will be able to claim reimbursement of expenses incurred when attending meetings of the UEMS Governance Boards.

## **Secretariat**

The Secretariat for the Governance Boards will be provided by the UEMS Brussels Office.

## **Recommendation**

*It is recommended that this paper is adopted as policy to provide the basis for the establishment of the three Standing Committees and their Governance Boards, hence for the commencement of their function.*

Adopted UEMS Council at its meeting in Larnaca on 19<sup>th</sup> October 2012