



2018 mid year UEMS CEO REPORT

OCT 2018

REPORT HIGHLIGHTS

- UEMS Admin Portal project: Trial phase ongoing
- Organization of the Treasurers meeting
- Strengthening of the accounting department
- DME development: UEMS parking refurbished and ready for hiring again
- EACCME: Preparation of the biennial UEMS CME Conference and expansion of accreditation portfolio (journal reviewers)
- UEMS awards and 60th anniversary celebration

PERSPECTIVES

- Implementation of the UEMS Admin portal across whole organization
- 1st meeting of UEMS treasurers in Brussels in DEC 2018
- UEMS website upgrade: selection of IT provider
- Developing UEMS Office support for the UEMS bodies
- UEMS office for the next decade



I - ADMINISTRATION - HR

1. Administrative and financial matters

- Implementation & development of the *UEMS Admin Portal* and start of the test phase.
- Internal fund: updated IF reports sent out to all Sections in Oct. 2018.
- Internal and external audit of the UEMS account.
- General accounting matters :
 - Bookkeeping and review of general and analytical account (UEMS Office + Sections and Boards)
 - Monitoring and management of 71 bank accounts
 - Production of financial statements, balance sheet, P&L, budgets, cash flows forecasts, monthly VAT reports and corporate tax returns
 - Recording and control of payroll transactions
 - Monitor proper monthly cut-off and closing procedures with Sections

2. Human Ressources

- Social Secretariat : change of Social Secretariat from 1st January 2019 (new service provided by ACERTA)
- Introduction of a UEMS salary grid proposal
- Recruitment / Function changes:
 - Didier Venkatapen as internal accountant with a permanent contract
 - Fanny Clément as support for administrative and accounting tasks
 - Ivan Capuia and Alexandra Olteanu as employees with an permanent contract (in the accreditation department)
 - Anne-Emilie Arnault as Sections Administrative Manager with a permanent contract



Staff and working time structure

(Based on data SEPT. 2018)

	Full time	Part time				Persons
		4/5	3/4	1/2	2/5	
Accreditation dpt	2	2				4
Administrative and financial dpt				1	1	2
Internal & External affairs dpt	1					1
Section administrative dpt	2					2
Internship						-
head office management	1					1

Full Time Equivalent (2018 Vs 2017)

8.5 (Vs 7,1)

TOTAL Number of staff

10



**UNION EUROPÉENNE DES MÉDECINS SPÉCIALISTES
EUROPEAN UNION OF MEDICAL SPECIALISTS**

Association internationale sans but lucratif – International non-profit organisation

II - ACCREDITATION

2018	LEE		ELM	
	Number	Income	Number	Income
JAN	206	112.875,00	10	20.000,00
FEB	176	108.032,00	7	7.000,00
MAR	174	78.832,00	13	13.500,00
APR	114	63.200,00	19	26.500,00
MAY	168	91.600,00	7	5.000,00
JUN	226	131.848,50	8	16.500,00
JUL	222	109.508,00	16	17.500,00
AUG	150	68.641,75	13	19.500,00
SEP	100	40.725,00	1	1.000,00
	1.536	805.262,25	94	126.500,00

931,762.25

2017	LEE		ELM	
	Number	Income	Number	Income
JAN	179	134.125,00		
FEB	175	101.619,22	13	12.000,00
MAR	150	95.950,00	10	5.500,00
APR	101	78.129,88	12	10.500,00
MAY	123	67.102,36	4	2.000,00
JUN	216	130.988,18	8	6.000,00
JUL	196	91.798,59	14	13.500,00
AUG	205	96.394,63	14	17.865,00
SEP	67	32.150,00	5	4.000,00
	1.412,00	828.257,86	80	71.365,00

899.622,86



The LEE accreditation activity grows, with lower mean income due to a larger proportion of small events accredited. The most striking item is the number of ELM accreditation that almost doubled during the period. In total the accreditation turnover grows by 3,5% as shown below.

	2018		2017		2018 vs 2017
	Number	€	Number	€	
LEE	1536	805262	1412	828257	-2,8%
ELM	94	126500	80	71365	+43,6%
Total	1425	931762	1492	899622	+3,5%

(Data to September 2018)

1. EACCME Meetings

- UEMS Conference on CME-CPD in Europe (to be held on 23-24 November 2018, Brussels) + Meeting with the European Scientific Societies (23rd November, Brussels)
- UEMS Advisory Council meeting (next meeting on 12th January 2019, Thon Hotel, Brussels)

2. EACCME Agreements

- Bulgaria: agreement signed on 16th March 2018 for three years
- Spain: agreement signed on 28th April 2018 for five years
- USA: agreement signed in January 2018 (valid till 31st July 2022)
- Toledo declaration
- Qatar: ongoing

- European Society of Cardiology: ongoing
- International Atomic Energy Agency: ongoing

3. IT Development

- Reviewing scientific/educational material: possibility for journal editors to apply for their reviewers (ongoing – to be available soon)

4. EACCME Staff

- New colleague in accreditation department: Alexandra Olteanu (following agreement with Spain signed in April 2018)



5. **Statistics (LEE + ELM)**

- Live educational events
 - Number of applications per type of LEE (September 2018):

Type of LEE	Number of applications
< 100 pax	759
101 – 250 pax	368
251 – 500 pax	179
501 – 1,000 pax	110
1,001 – 2,000 pax	69
2,001 – 5,000 pax	41
> 5,000 pax	25

- Type of E-learning materials

Type of ELM	Number of applications
Individual module(s)	110
E-platform	9
App	1
E-library	1

III - INTERNAL & EXTERNAL AFFAIRS

1. Internal issues

- New ETR review process with the appointment of Lead Reviewers
- Implementation of a process for UEMS awards & organization of a 60th celebratory session
- Management fee proposal in consideration



- VAT explanation note circulated to EEC
- Renewal of the Squiz contract (IT provider in charge of the UEMS website and 5 other micro sites) for 1 year.
- Start of strengthening of UEMS visibility online (Creation of a Facebook page: <https://www.facebook.com/uems.eu/>, redesign and update of the UEMS website ongoing)

2. 2018 Spring Council's outcomes & EU Affairs

- Official signature of EACCME agreement with Spain
- Adoption of the following ETRs: Physical and Rehabilitation Medicine, Endocrinology, Anaesthesiology, Gynaecology and Obstetrics, Emergency Medicine, Paediatric Rheumatology, Paediatric Infectious Diseases, Paediatric Allergology
- Creation of the MJC Adolescent Medicine
- UEMS part of the Joint Letter on Alcohol Labelling
- Brexit issue: BMA's regular update
- Attendance to conferences organized by EU institutions (Brexit, medical improvements, patients' lifestyle)

3. Secretarial support

- CESMA, NASCE, UEMS Sect. of Surgery have their secretariat in the DME. Occasional assistance was also required by the section of Thoracic Surgery.

4. Domus Medica Europaea

- Parking refurbishment is over. 3 millions € have been invested by *Interparking* to upgrade the parking and make it modern, clean and safe. Re-opening was celebrated on 1st September 2018. One car space is already rented. 6 others are still available for rent.
- Number of meetings/events in DME : **25** (20 with payments & 5 included in renting contracts free of charge)
- Incomes generated (Sept. 2018): **9.930€** (Vs 9.248€ in 2017) → **+ 6,9%**
- Mean income per event : **496€** (Vs 616€ per event in 2017) → **-19.5%**

Large sessions of examinations and 2-day meetings usually held in the DME were scheduled abroad this year. Preferential rates applied to UEMS bodies also impacted the 2018 results.

- Total DME incomes (excl. meeting room renting) : **89.686,03€** on yearly basis in 2018 (Vs 90.780,12€ in 2017) → **-1.2%**



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Observations on DME attendance:

- 5 Sections came in 2017 but not in 2018
- 3 Sections came in 2017 and in 2018
- 5 Sections came in 2018 but not in 2017
- 1 Section held an examination in 2017
- 1 Section held an examination in 2018
- 3 external organisations held their meeting in the DME in 2017
- 3 external organisations held their meeting in the DME in 2018
- Peak time in 2017: January, April, June, Oct., Nov.
- Peak time in 2018: February, Nov.

DME revenues:

	TOTAL 2015 (VAT excl.)	TOTAL 2016 (VAT excl.)	TOTAL 2017 (VAT excl.)	TOTAL 2018 (VAT excl.)
Tenants	€ 25.000,00	€ 41.000,00	€ 84.000,00	€ 85.516,03
Meeting rooms	€ 7.546,00	€ 19.018,00	€ 21.370,25	€ 10.940*
Services	€ 970,00	€ 4.440,00	€ 5.475,00	€ 3.120,00
Parking	€ 1.300,00	€ 5.600,00	€ 1.305,12	€ 1.050,00
Total	€ 34.816,00	€ 70.058,00	€ 112.150,37	€ 100.626,03

*to Sept. 2018