



## Terms of reference

### for the Council of European Specialist Medical Assessment

The CESMA is a Thematic Federation of the UEMS created in 2007 with an aim to provide recommendations and advice on the organisation of European examinations for medical specialists.

Initially convened as the "Glasgow Group" referring to the first meeting held in Glasgow, it was then named CESME (Council of European Specialist Medical Examinations). This name was finally changed to CESMA (Council of European Specialist Medical Assessment) when adopted by the UEMS.

### **Membership of CESMA**

The Members of CESMA are the delegates to UEMS Specialist Sections and European Boards involved in the organization of European Specialty Examinations. The Executive of CESMA can appoint as Members representatives of European scientific societies.

Currently, 37 specialties are involved:

1. Allergology and Clinical Immunology
2. Anaesthesiology
3. Angiology
4. Cardiology
5. Cardiothoracic Surgery
6. Coloproctology
7. Dermatology & Venereology
8. Emergency Medicine
9. Endocrine Surgery
10. ENT+ORL
11. Gastroenterology
12. Hand Surgery
13. Intensive Care
14. Internal Medicine
15. Neurology
16. Neurosurgery
17. Nuclear Medicine
18. Ophthalmology
19. Oral and Maxillofacial Surgery
20. Orthopaedics and Traumatology
21. Paediatrics
22. Paediatric Intensive Care
23. Paediatric Surgery
24. Pathology
25. Physical and Rehabilitation Medicine
26. Plastic Aesthetic and Reconstructive Surgery
27. Radiology
28. Respiratory Medicine
29. Rheumatology
30. Surgery (General Surgery)
31. Surgical Oncology
32. Thoracic Surgery
33. Thoracic and Cardiovascular Surgery
34. Transplantation
35. Trauma Surgery
36. Urology
37. Vascular Surgery



**UEMS-CESMA**  
*European Council for Specialist Medical Assessments*  
Rue de l'Industrie, 24 – B-1040 Brussels – Belgium



The CESMA Executive is composed of Chairman, Deputy Chairman, Secretary, Treasurer and two ex officio members: UEMS President and UEMS Liaison Officer. Currently these persons are:

Chair	<b>Dr Zeev Goldik</b> (Anaesthesiology, Israel)
Deputy chair	<b>Prof. Alfred Tenore</b> (Paediatrics, Italy)
Secretary	<b>Mr. Owen Sparrow</b> (Neurosurgery, United Kingdom)
Treasurer	<b>Dr Gian Battista Parigi</b> (Surgery, United Kingdom)

Ex Officio	<b>Dr Romuald Krajewski</b> (UEMS President)
	<b>Dr Zlatko Fras</b> (UEMS Liaison Officer)

## Role of CESMA

The CESMA was created in 2007 to provide recommendations on organisation of European Specialty Examinations. Through its Glasgow Declaration, CESMA set the basis for harmonised standards at the European level with regard to European Specialty Examinations. There is a wide consensus within the UEMS that European Examinations organised under UEMS aegis should be of high quality and should provide real added value to successful candidates: a UEMS European Diploma should be seen as a mark of excellence. In some European countries the European Examinations were adopted officially and as such, these now have legal status. In some European countries agreements of mutual reciprocity were established between the European Examinations and the National Authorities' equivalent.

## Current role

- Forum of discussion between UEMS Sections & Boards organising European Specialty exams
- Facilitation of exchange of experience and sharing the best practices
- Networking
- Auditing of the various European Board Examinations in Europe

## Future role

1. Adoption of guidelines on organisation of European Specialty Examinations (MCQ writing; proper examination procedures, appeal mechanisms)
2. Creation and maintenance of a central database of successful candidates that does not match with national databases



3. Propose for endorsement by the UEMS Council a policy document on European Specialty Diplomas/European Assessments (updated and more detailed version of Glasgow Declaration)
4. Contribution to the harmonisation of assessment of medical competence through definition of a European Assessment Model
5. Liaison with other relevant organisation to improve the existing assessment systems
6. Advocacy for recognition of UEMS European Diplomas at national level – adopt a strategy (take home message for attendees, awareness-raising campaigns, conferences on EU exams, briefing papers, ...)
7. Audit and accreditation of European Specialty Examinations
8. Contribution to shaping the UEMS e-portfolio for the assessment of medical competence in the framework of ECAMSQ
9. Acting as an advisory Board on Assessments for the EU
10. Endorsement and authentication of the European Diplomas and Certificates on behalf of the UEMS

### **Actions of CESMA to achieve its objectives**

- Define the place of CESMA within the whole UEMS Structure: composition, role, links with other UEMS Structures, financing
- Adopt a Strategy in line with UEMS Strategy and agree on the steps to be taken within a reasonable timeline
- Revise/update/modernise the Glasgow Declaration
- Draft a “quick guide to organising European Specialty Exams” based on existing experience of CESMA members, including a quality management mechanism to make sure that European Specialty Examinations are organised in a professional fashion
- Draft an information leaflet on UEMS European Examinations (number of specialties, procedures, legal aspects of EU exams, national recognition (which country, which specialty, with evidence).
- Identify areas for improvements of European Specialty Exams:
  - o How to improve recognition from National Authorities,
  - o Increase involvement of EJD,
  - o Work on harmonisation: similar template of diplomas, similar types of exams (part 1 and part 2), similar feedback questionnaires, similar registration procedures, ensure similar regulations apply
  - o Involvement in UEMS e-portfolio, ...
  - o Work on assessment methodologies: creating a **School for Assessments** managed by UEMS-CESMA



---

## **CESMA Rules of Procedures**

The CESMA is an UEMS Thematic federation working on competences or spheres of activity belonging to several disciplines.

According to UEMS Rules of Procedures:

*“Such a Federation must be open to members of any Section wishing to participate, provided the Section in question is obviously linked to the Federation. The daily management will be entrusted either to one of the Sections or to representatives of several Sections working in a collegiate way. Although not a Section in its own right, such Federations must follow the same UEMS rules of procedure as though they were a Section and refer all decisions to the Council.”*

### Bureau of the CESMA

CESMA shall have a Chairman, Deputy Chairman, Secretary and Treasurer, who will comprise the Executive. The duration of office of each shall be 4 years, with a possible further period, (maximum 8 years). As far as possible, the Officers' terms of office should not end at the same date, in order to promote continuity. The Chairman shall be responsible for chairing meetings, and in his absence the Deputy Chairman will assume responsibility. The Secretary will maintain the list of delegates and their email addresses and be responsible for the production and circulation of minutes, agendas etc. The Treasurer will be responsible for the finances (collecting dues from Member Organisations, and paying bills) and will present clear annual accounts to the Delegates.

### Finances

CESMA will receive financial support from the Sections and Boards for the pursuit of its aims. This support is in the form of a fixed annual membership contribution of each Section and Board. The sum of this contribution (currently standing at 250 Euros per year, for 2015) can be revised upon recommendation of the CESMA Executive and only with the agreement of the CESMA Sections and Boards. The money collected by CESMA will be used to pay for the following in furtherance of its aims:

- Costs of CESMA meetings (room hire, refreshments, etc.)
- Secretarial costs
- Reasonable travel expenses for the Officers
- Reasonable expenses of CESMA delegates or officers attending other meetings on behalf of CESMA
- Other official expenses which may legitimately arise

### Meetings

CESMA shall normally meet twice a year.



**UEMS-CESMA**  
*European Council for Specialist Medical Assessments*  
Rue de l'Industrie, 24 – B-1040 Brussels – Belgium



---

Additional business may be transacted between meetings by email, Teleconference or by the Executive.

Items for discussion at meetings shall be notified to the Secretary no less than 6 weeks before the meeting. The agenda and other documents shall be sent to delegates at least 3 weeks before the meeting. The draft minutes of the meetings will be circulated to delegates, who are responsible for sending them to their Board. An extraordinary meeting may be called by the Executive, or by a minimum of one third of Boards requesting such a meeting. Delegates must receive at least 4 weeks' notice of such a meeting.