



Statutes

UEMS Multidisciplinary Joint Committee for Clinical Skills Training and Assessment

Network of Accredited Clinical Skills Centres in Europe (NASCE)

Art 1. Definition

1.1- The Network of Accredited Clinical Skills Centres in Europe (hereafter known as NASCE) is established as a Multidisciplinary Joint Committee (MJC) of the Union Européenne des Médecins Spécialistes (UEMS) and follows UEMS statutes, rules and directives.

1.2- The Multidisciplinary Joint Committee is open to members of any Section of the UEMS wishing to participate. The Sections are participating in the MJC as equal partners.

Art. 2. Aims and Intents

2.1 - The Multidisciplinary Joint Committee manages the interests of NASCE and promotes **individual, inter-professional and multidisciplinary clinical skills education.**

2.2 - The primary aim of the Multidisciplinary Joint Committee is to certify the highest standards of **education for surgeons, physicians and other learners in order to promote patient safety.**

2.3. – The Multidisciplinary Joint Committee aims **to advance the science of clinical education, training, and assessment.**

2.4 - The intent of the Multidisciplinary Joint Committee is **to enhance the standards for the operation Clinical Skills Centres, through assessment and accreditation.**

2.5- The Multidisciplinary Joint Committee aims to create a system of support for the delivery of state of the art **clinical skills training within the European Union (EU) and EU affiliated**

countries in the UEMS area. Centres beyond the UEMS area could also apply for accreditation through the UEMS MJC/ NASCE process.

Art. 3. Accreditation

3.1 – The Multidisciplinary Joint Committee shall provide a comprehensive **accreditation programme for centres delivering clinical skills training**. This will include assessment of individual, group and team training, as well as research and development of clinical educational institutes within the UEMS area.

3.2 – The Multidisciplinary Joint Committee shall establish the criteria and standards to achieve **accreditation as a clinical skills centre within NASCE**.

3.3 – The Multidisciplinary Joint Committee shall define how to maintain standards as a **NASCE centre**.

3.4 – The **certification as a NASCE centre should be limited in time**, and subject to a **reaccreditation process**.

Art. 4. Accountability

4.1- Policy documents, briefing papers, guidelines, and other documents prepared by the MJC must be submitted to the UEMS Council for discussion and endorsement. The documents proposed for endorsement by the Council have to be sent to the secretary general (SG) two months before the date of the Council meeting.

4.2- The Chairman and Secretary of the MJC are invited to attend the meetings of the UEMS Council and have an observer status.

4.3- The MJC of NASCE shall report to the UEMS Management Council. There will be an annual report on NASCE activities at the beginning of each year. The report will be disseminated to the members of the UEMS Council.

4.4- Any contact with EU institutions of the MJC must be undertaken under the aegis of the UEMS Executive.

4.5- Any document or recommendation drafted must be prepared following an internal consultation process with relevant UEMS Sections involved.

4.6- Any action towards external entities must be initiated under the aegis of the UEMS Executive in order to ensure timely, coherent and appropriate action.

4.7- The Multidisciplinary Joint Committee is encouraged to co-operate with relevant scientific societies. In this regard, the NASCE can create European Boards to address training and scientific issues

Art. 5. Governance

5.1 – Ordinary membership of the Multidisciplinary Joint Committee shall consist of **accredited clinical skills centres** within NASCE.

5.2- There will be a Governing Council (GC), consisting of full voting members nominated by the relevant postgraduate training body from **NASCE accredited skills centres** in each country.

5.3 The National Medical Association Full or Associate Member of the UEMS (UEMS MA) can directly nominate two delegates to the Governing Council. The delegates have to be practicing specialists in a specialty represented in MJC or in a specialty that is relevant to MJC activities. A Section wishing to participate in work of a MJC can also nominate two delegates to the Governing Council.

5.4 – The **tenure** of each full voting member on the governing council shall be for 4 years, renewable once. A member may be further nominated according to the process outlined in article 4.2 after a period of at least 4 years off the governing council.

5.5 – MJC/ NASCE ordinary members shall designate, via vote or acclamation, an **Executive Board** to include a **Chairman, a Chairman of the Accreditation Review Board (ARB), a Secretary and a Treasurer**. These officers would ideally be nominated from the voting membership, but maybe be in addition to same. The past Chairman will sit on the Executive Committee in an advisory capacity for up to 2 years after remitting office. The **governing council** will advise the **executive committee** on at least 1 occasion in a given calendar year.

5.6 – The MJC/ **NASCE Executive Committee** shall be in office for **4 years**, renewable by the process outlined in article 4.5 once only. This will be subject to the requirements of article 4.4 being also met.

5.7 - The **NASCE Executive Committee** shall meet on at least 2 occasions in a given calendar year in connection with at least one meeting of the UEMS section of surgery.

5.8 The Section of Surgery/UEMS, will provide administrative support to the MJC/NASCE for the webpage, the accreditation process, and annual meetings.

5.9– The Chairman and the Secretary of the NASCE shall attend the meetings of the **UEMS Section of Surgery since the Section of Surgery will offer administrative support to the MJC/ NASCE; However all Sections participating in the MJC/ NASCE are equal partners.**

Art. 6. Finances

6.1. – To conduct financial transactions MJCs have to use only an account in Belgium opened under the UEMS account. Its management is under the responsibility of the Executive Committee of the MJC.

6.2. –UEMS is an independent a non-profit organisation registered under Belgian law and registered as a VAT tax payer. The funding of the MJC must not derive from direct or indirect grants from industry

6.3- The sources of funding are of NASCE are: membership fees of Accredited Clinical Skills Centres; fees received for visitation and accreditation of training centres; reimbursement of evaluations of CME events in the framework of the European Accreditation Council for CME (EACCME); a contribution from Sections that participate in MJC activities; donations.

6.4- The Treasurer of MJC/ NASCE is responsible for handling its finances

6.5. The daily financial management is conferred upon the elected Treasurer of the MJC whose task is:

- to collect the annual dues of NASCE centres and MJS sections, fees for accreditation of skills centres, and any other source of funding within the time limits required to balance the budget.

- to draw-up a provisional budget for the following year.

- to ensure that commitments are only made for necessary expenditure which he enters into the annual balance sheet, a copy of which is sent to the treasurer of the UEMS Sections participating in the MJC/ NASCE and the UEMS Treasurer.

Art. 7. Meetings

7.1. – There will be an **annual scientific meeting and an Annual General Assembly of MJC/ NASCE**

7.2 - The annual meetings shall be held at the time and place determined by the Executive Committee of the MJC.

7.3. – The annual general meetings will be **announced in writing** to the general Secretary of the UEMS at least three months before the date. All membership will be invited. Attendance of the scientific meeting will be open to non-member interested parties.

7.4. – The **programme** of the meetings shall be drafted by the Executive Committee of the MJC, and consist of subjects proposed by the members of the council, ordinary members of the NASCE, officers of the Section of Surgery or by the Secretary of the UEMS.

6.4. - The **programme** shall be circulated to the executive committee of the section of surgery, the council of the MJC, and ordinary members of NASCE at least two months before the date of the meetings.

Art .8. Annual General Assembly

8.1 – The **Annual General Assembly (GA)** of NASCE, will be held in conjunction with the annual scientific meeting.

8.2 - The General Assembly consists of **full voting members** of the MJC/ NASCE as per article 4.2 and the **Executive Board**.

8.3- There is one vote per Section participating in MJC activities and if UEMS nominates delegates to the MJC, there is one vote per delegation

8.4 - Ordinary members of the NASCE may attend the GA as observers, and take part in the discussion only, apart from nominating as per articles 8.5.a and 8.7.c.

8.5 - The General Assembly is chaired by the Chairman of MJC/ NASCE. At the GA:

- a. Officers of NASCE and members of the Accreditation Review Board and other committees nominated by the GA, are elected by a majority of votes of full voting members present. Nominations may be made from the floor. Unopposed, officers may be elected by acclamation.
- b. The activities of the Accreditation Review Board are presented and ratified.
- c. The Secretary/ Treasurers report of the past years transactions is reported for approval.
- d. Ad-hoc committees and members of these nominated by the Executive are subject to approval.
- e. Any change of statutes has to be approved by a majority of the full voting membership present.

8.6 – Determine changes to the annual fee of accrediting and reaccrediting NASCE centres and contribution of MJC participating sections.

8.7- The General Assembly may also

- a. Debate and suggest future venues of the Annual Meeting of Accredited Clinical Skills Centres
- b. Determine the use of any financial surplus of the MJC.
- c. Invite any other business from the floor, subject to the Chairman's preference.

Art. 9. Funds

8.1 - The National Societies/Colleges of the specialities represented in the MJC and/or equivalent, shall be responsible for the travel and accommodation expenses to enable its nominated representative to attend the committee board, council and general meetings.

8.2- Allocation of funds from the accreditation and membership fees will be decided by the Executive Committee.

Art. 10. Accreditation Review Board (ARB)

10.1 - NASCE governing council will appoint an Accreditation Review Board and Chairman, to handle practical and formal issues relating to the accreditation process. The Accreditation Review Board will have the responsibility of organising the accreditation process of the

individual Clinical Skills Centre, and for issuing the yearly certificates to members in good standing.

10.2- The Accreditation Review Board, shall consist of no less than five and no more than nine members, one being the Chairman, all elected by the Annual General assembly of the MJC.

10.3- The work of the Accreditation Board shall be led by the **Chairman of the Accreditation Review Board**.

10.4- The **tenure of each board member** shall be for 4 years, renewable once.

10.5 Accreditation is recommended, after due process, to the Executive Committee for ratification of individual centres. Centres may be ratified by the Executive Committee following a board meeting where at least 66 per cent are present or at the general assembly.

Art. 11. Other committees

11.1 The Executive Committee may nominate ad-hoc committees and members of this committee, subject to the approval of the Annual General Assembly of the MJC. Expertise maybe found outside voting membership for these committees, where appropriate.

11.2 The Annual General Assembly of NASCE may nominate other committees and members of these committees.

11.3 The tenure of members of committees created by the Annual General Meeting shall be decided at the General Assembly, but not exceed 4 years, renewable once.

Art. 12. Winding up of the Multidisciplinary Joint Committee

12.1 The Multidisciplinary Joint Committee can be wound up by the UEMS Council . To wind up the MJC, a Section or the MJC has to send an official request to the UEMS Secretary General (SG) at least two months before the council meeting. The SG will ask the relevant Sections for a written opinion and will invite the MJC Executive Committee to the UEMS Council meeting.

12.2 The UEMS Council can wind up the MJC on its own initiative. If such initiative is taken the Council will request the SG to ask the relevant Sections and MJCs for a written opinion and will invite the MJC Executive Committee to the UEMS Council meeting.

12.3 The vote on winding up of the MJC will follow the same rules as for creation of a Section of the UEMS .

12.4 Should the Council wind up the MJC, its committees, European Boards and working groups are wound up at the same time.

Addendum

Currently (April 14, 2014), the Sections participating in the MJC as equal partners are (alphabetically):

Anaesthesiology

Cardiology

ENT/ Head and Neck (to be confirmed)

Gastroenterology and Hepatology (to be confirmed)

Hand Surgery (to be confirmed)

Neurosurgery

Obstetrics and Gynaecology

Ophthalmology

Orthopaedics and Trauma

Paediatric Surgery (to be confirmed)

Surgery

Urology

Vascular Surgery