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**EFLM is a Regional Federation of the
International Federation of Clinical Chemistry
and Laboratory Medicine (IFCC)**

19 May 2022



EUROPEAN FEDERATION OF CLINICAL CHEMISTRY
AND LABORATORY MEDICINE

To: Presidents and National Representatives of EFLM National Society Members

Call for nominations for the EFLM Working Group “Laboratory Medicine Credit Points”

Dear President and National Representative,

The call for nominations of new members for the EFLM Laboratory Medicine Credit Points Working Group (WG-LMCP) chaired by Prof. Sedef Yenice is open.

The WG-LMCP has focused on tasks that advance the profession, stimulate professional development, and support the continuing professional development (CPD) of laboratory medicine professionals and specialists. CDP consists of systematic educational activities designed to maintain knowledge, expand knowledge, and develop professional skills and behaviors and ongoing competence in the practice of laboratory professionals.

The "Terms of References" of WG-LMCP to achieve the above goals are as follows:

- To review current specialty-related continuing education opportunities,
- To establish an EFLM credit point system based on evaluation of the content, performance, and other relevant features of continuing education programs for laboratory specialists and working professionals to award laboratory medicine credit points,
- to issue a certificate of attendance upon successful completion of an EFLM-accredited continuing education program.

Specifically, we are calling for nominations for:

- **1 Full Member position**

The first term begins now and ends December 31, 2023, with the possibility of renewal for two additional terms after 2023. Members of WG-LMCP meet in person once a year and may meet by conference call several times a year.

Requirements

The basic requirements for membership in this working group, in addition to a strong commitment to active participation in the working group, are that candidates for full membership have worked at least five years in education and training program development, analytics, and/or project management - previous experience is relevant to the essential roles and responsibilities of this WG - Provide examples of previous hands-on experience with specific details to demonstrate proficiency.

Demonstrated ability to conduct professional assessments - Demonstrate expertise and experience in post-graduate and professional specialty training, teaching, examinations, evaluation procedures, methods, etc.

The following table includes descriptors with the scoring criteria to clarify what is

important in each assessment. Applicants should be able to have:

- Demonstrated experience in the field of laboratory medicine education: Applicants must indicate in the application the activities they have performed and their expertise.

Evaluation Criteria		
Lecturer at high school or the university, any kind of courses related to laboratory medicine	2	
Lecturer at the national educational event and/or e-seminar	1 - 3	1
	≥ 3	2
Lecturer at the international educational event and/or e-seminar	1 - 3	1.5
	≥ 3	2.5

- Demonstrated experience in research: applicants must indicate in the application the management of projects or research groups, their expertise, and objective quantitative bibliographic data on their publications in the international literature.

Evaluation Criteria		
Authorship: published manuscript in the scientific journal(s) with international peer reviewing	1 - 3	1
	≥ 3	2
For each manuscript published in journals with international peer-reviewing according to quartile additional points should be added	Q1, Q2	0.2 each paper
	Q3, Q4	0.1 each paper
Other publications	1 - 3	0.5
	≥ 3	1
Scientific project	1 - 3	0.5
	≥ 3	1

For each of the above item, if included in the CV, the candidate must provide for the proof (for example the link to the documents, articles or web sites).

- Expertise in developing quality education requirements - Demonstrated knowledge and experience in practice, i.e., appropriate allocation of instructional time, instructional content, measurable learning objectives, instructor qualifications.
- Demonstrated interpersonal skills - Provide examples of conflict resolution, teamwork, collaboration, project coordination, etc.
- Demonstrated effective verbal and written communication skills - Experience with presentations, writing for various audiences and in various formats such as email, memos, etc.
- Demonstrated analytical skills - examples of planning based on strategic issues and outcomes, preferably demonstrating knowledge of problem-solving techniques, statistical analysis, etc.

Per general requirements, candidates should have the ability to communicate effectively (in person and/or in writing) and reliably follow through on commitments and meet deadlines, attend all group meetings, prepare adequately for meetings, participate thoughtfully and responsibly in discussions, and provide feedback on submitted materials.

Procedure for applications

Each National Society FULL Member in good standing with the membership fee can submit one nomination through the attached application form. A brief plan of the applicant's contribution to the aims and objectives of the relevant Working Group has to be included in the form. Together with the application, a short CV should also be

submitted underlining the qualifications and prior demonstrated experience in the relevant area according to the requirements above. Candidates have to be officially recommended by their National Society through a formal letter of support.

Applicants who are not selected as full members may be eligible for corresponding membership. Please be informed that in order as many of the EFLM's constituent countries to have an opportunity of representation on a Working Group, it is stipulated that there can only be one person from any single country who is either a Full or Corresponding Member. It means that if someone from your country is already in one of these roles, then nominating another individual would require the existing person to forfeit their position on the Group should your new nomination be successful.

Under the EFLM Transparency Policy, all nominations received and the reasons for the successful nomination will be made available to all national societies that have submitted a nomination, including the criteria used in the evaluation.

The evaluation is conducted through a process that reviews many existing qualifications and basic criteria with performance descriptors and associated documents (CV, publications, citations, application form for WG membership, letter of support) for each evaluation outcome and incorporates additional feedback from reference faculty. Finally, a quantitative rating scale (1-5) per criterion, based on the measurable criteria for the evaluation process, will be applied to each applicant to assess qualifications and suitability for the Full Member position. Rating scale: 1= Fair (no evidence) 2= Sound (below expectations) 3=Good (adequate and meets expectations) 4= Very Good (exceeds expectations) and 5=Excellent (strong evidence of contribution).

Nominations must be submitted electronically to the EFLM office: e-mail: eflm@eflm.eu **within the deadline of 20 June 2022.**

Daria Pasalic

Chair of the EFLM Education and Training Committee

cc: Prof. Sedef Yenice, WG-LMCP Chair

Dr. Snezana Jovicic, EFLM Executive Board Secretary