

EPOS Guidelines Meeting Endorsement

One of the main objectives for EPOS is to promote medical education in order to enhance the care of children. Further, to support collaboration between medical specialties and societies, and health care providers in Europe and around the world, EPOS will actively endorse medical meetings that are consistent with the objectives of the Society.

Programmes of sufficient relevance and quality developed by other Societies, Organisations or Institutions are eligible for endorsement, subject to approval by the Educational Committee and EPOS Board.

Endorsement Criteria

- Endorsement requests need to be sent electronically to the Chair of the Educational Committee (courses@epos.org) and must be accompanied by a:
 - programme agenda
 - educational objectives
 - proposed faculty and
 - target audience prior to review by the Educational Committee
- Endorsement request must be submitted at least 6 months prior to the educational activity. Endorsement requests are considered for a single meeting only
- The educational activity must not be in competition with a like EPOS activity, and the course date must be 1 month before or after an EPOS activity
- Faculty must include at least one EPOS members, who by the organiser of the activity will be fully reimbursed for documented expenditures
- Organisers of endorsed educational activity may use the EPOS logo on promotional material and activity related material
- A copy of the event's evaluation form results should be sent by email to EPOS courses@epos.org

EPOS CENTRAL OFFICE

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- EPOS will list the programme on EPOS Website under “Other important events” and create a hyperlink to the course organiser’s website
- EPOS will not consider an endorsement request from industry
- The timetable of the course needs to include the names of the faculty attending the course
- The educational aims of the course need to be firmly stated
- They must state whom the course is intended for
- A delegate from the EPOS Board should attend the course to assess the course. The assessor will be responsible for evaluating the educational component of the course
- It is expected that the course will pay for the EPOS delegate to attend the course but the delegate may well be a Member of Faculty and, if so, the course will not incur additional costs
- All these requirements must be agreed before the EPOS Board can approve a course
- The purpose of the evaluation is to ensure that the course meets the high educational standard of EPOS.

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