EACCME® RECOGNITION OF CPD/CME ACTIVITIES

UEMS 2023.10.rev

Contents:

I.   <u>Definition of recognition of CPD/CME activities</u>

CPD/CME activities get recognized when the standard pathway of EACCME® accreditation is not followed but the activity has widely recognized educational and/or CPD value (i.e. publication in a peer review journal with an established and recognized editorial process)and the medical specialist has decided to obtain CPD/CME credits for an activity that has been certified for high quality in a process other than CPD/CME accreditation (i.e. peer review of an article, acceptance of the lecture/paper for presentation at an accreditedCPD/CME event etc.).

The EACCME® recognizes the following activities:

- ✓ **Reviewing scientific and educational material (REV)**
- ✓ **Publishing scientific and educational material (PUB)**
- ✓ **Learning by Teaching (LbT)**
- ✓ **Reading scientific and educational material (READ)**
- ✓ **Recognition activities for UEMS members only**
    - o **Examiners in a UEMS exam**
    - o **Writing Multiple Choice Questions (MCQ)**

These activities can be requested to be recognized in a single submission for a single activity or in a package.

II. Reviewing scientific and educational material (REV)

Scope of recognition:

Reviewing scientific and educational material (REV) - activities performed within the scope ofeditorial procedures for journals indexed in PubMed.

Reviewing process:

Applications must be submitted on the EACCME® website eaccme.uems.eu.
The reviewing process will take two weeks from the date of receipt of the application.

Material to be submitted through the EACCME® website:

- Application form with:
    o Name of the article
    o Name of the journal
    o Impact factor of the journal
    o Reference in PubMed
    o Name of the reviewer
    o Billing information if different from the one registered
- Confirmation from the editor of the journal

Fee: € 30

Allocation of credits:

Number of credits for 1 article: Journal Impact Factor (IF)

None	=	1 credit
up to 3	=	2 credits
up to 6	=	3 credits
more than 6	=	4 credits

Conditions for submitting a REVPack

Rationale:

A journal can submit an application on behalf of its reviewers and, in doing so, can benefit from a special package price based on the number of reviews per year (see table below).

You can register your journal as a provider on the EACCME® website eaccme.uems.eu.

Once the journal is registered in the UEMS-EACCME® database, it will need to apply every year with the UEMS-EACCME® for recognition of reviews performed during the last year. Applications will be submitted per semester or per calendar year.

In addition to this the UEMS-EACCME® (through its EACCME® reviewers) will perform quality control checks of no more than 5% of the reviews of papers submitted to the journal.

Material to be submitted through the EACCME® website:

- Application form with:
    o Name of the journal
    o Impact factor of the journal
    o Excel file comprising:
        o Name of the articles reviewed (whether the article has been accepted for publication or not)
        o Review date
        o Name of the reviewer(s)
        o Reference in PubMed (for published articles only)
    o Anonymized reviewers' reviews
    o Billing information if different from the one registered

Reviewing process:

Applications must be submitted on the EACCME® website eaccme.uems.eu.

Quality control check:

A reviewer from the UEMS-EACCME® will review 5% of randomly selected reviews as a quality control measure. This means that in order to benefit from the UEMS-EACCME® recognition the journal will need to send in advance anonymized reviews that will be checked for quality by the UEMS reviewers.
The reviewing process will take two weeks from the date of receipt of the application.

Fees: Price list based on the number of reviews per semester:

Up to 250 reviews / semester	863 €
251-500 reviews / semester	1,145 €
501-750 reviews / semester	1,433 €
751-1,000 reviews / semester	1,720 €
1,001-1,250 reviews / semester	2,008 €
> 1,251 reviews / semester	2,290 €

Allocation of credits:

Number of credits for 1 article: Journal Impact Factor (IF)

None	=	1 credit
Up to 3	=	2 credits
Up to 6	=	3 credits
More than 6	=	4 credits

III. Publishing scientific and educational material (PUB):

Scope of recognition:

Publishing scientific and educational material (PUB) - authoring publications in journals indexed in PubMed.

Reviewing process:

Applications must be submitted on the EACCME® website eaccme.uems.eu. All authors of a published article can apply.

The reviewing process will take two weeks from the date of receipt of the application.

Material to be submitted through the EACCME® website:

- Application form with:
    o Name of the journal
    o Impact factor of the journal
    o Reference in PubMed
    o Name of the publication
    o Name of the author
    o Billing information if different from the one registered
- Copy of the publication

Fee: € 30

Allocation of credits:

Number of credits for 1 article:

CREDITS ALLOCATION		
Journal Impact Factor (IF)	**No. of credits for 1ˢᵗ Author**	**No. of credits for all Other Authors**
None	1	0,5
Up to 3	2	1
Up to 6	4	2
More than 6	6	3

Conditions for submitting a PUBPack

✓ **Publishing scientific and educational material (PUB) criteria apply**

Rationale:

A journal editor can submit an application on behalf of its authors and, in doing so, can benefit from a special package price based on the number of reviews per year (see table below).

You can register your journal as a provider on the EACCME® website eaccme.uems.eu.

Once the journal is registered in the UEMS-EACCME® database, it will need to apply every year with the UEMS-EACCME® for recognition of publications performed during the last year. Applications will be submitted per semester or per calendar year.

Material to be submitted through the EACCME® website:

- Application form with:
    - Name of the articles
    - Name of the journal
    - Impact factor of the journal
    - Reference in PubMed
    - Name of the 1st author
    - Name of all other authors
    - Billing information if different from the one registered
- Copy of the articles

Reviewing process:

Applications must be submitted on the EACCME® website eaccme.uems.eu.
The reviewing process will take two weeks from the date of receipt of the application.

Quality control check:

A reviewer from the UEMS-EACCME® will review 5% of randomly selected publications as a quality control measure. This means that in order to benefit from the UEMS-EACCME® recognition the journal will need to send in advance publications that will be checked for quality by the UEMS reviewers.

Fees: Price list based on the number of publications per semester:

Up to 250 publications / semester	863 €
251-500 publications / semester	1,145 €
501-750 publications / semester	1,433 €
751-1,000 publications / semester	1,720 €
1,001-1,250 publications / semester	2,008 €
> 1,251 publications / semester	2,290 €

Allocation of credits:

Number of credits for 1 article:

CREDITS ALLOCATION		
Journal Impact Factor (IF)	**No. of credits for 1st Author**	**No. of credits for all Other Authors**
None	1	0,5
Up to 3	2	1
Up to 6	4	2
More than 6	6	3

IV. Learning by Teaching (LbT):

Scope of recognition:

Learning by Teaching (LbT) – faculty presentation/participation during the main scientific programme of an EACCME® accredited event.

E.g. lecture, participation in panel discussion, chair or coordinator of session, oral presentation. Posters will not be considered for accreditation.

Reviewing process:

Applications must be submitted on the EACCME® website eaccme.uems.eu.

The reviewing process will take two weeks from the date of receipt of the application.

Material to be submitted through the EACCME® website:
- Application form with:
-
  o Name of the EACCME® accredited event
  o Declaration from the Medical Officer in charge than the presentation was delivered
  o Name of the presentation
  o Name of the faculty member
  o Billing information if different from the one registered
- Final programme of the event with the presentation highlighted
- Certificate of attendance of the faculty member

Fee: € 30

Allocation of credits:

1 presentation = 1 credit

Conditions for submitting a LbTPack

✓ Learning by Teaching (LbT) criteria apply

Reviewing process:

Applications must be submitted by Providers on behalf of the speakers of an EACCME® accredited event on the EACCME® website, eaccme.uems.eu.

The reviewing process will take two weeks from the date of receipt of the application.

Material to be submitted through the EACCME® website:

- Application form with:
  - o Name of the EACCME® accredited event
  - o Declaration from the Medical Officer in charge than the presentations were delivered
  - o Name of the presentations
  - o Name of the faculty members
  - o Billing information if different from the one registered
- Final programme of the event
- Certificate of attendance of the faculty members

Fee: Price list based on the number of presentations/active participations:

From 1 to 25 presentations/participations	230 €
From 26 to 50 presentations/participations	346 €
From 51 to 100 presentations/participations	459 €
From 101 to 250 presentations/participations	575 €

Allocation of credits:

1 presentation = 1 credit

V. Reading scientific and educational material (READ)

Application submitted by the journal editor on behalf of the journal readers.

Scope of recognition*:*

Reading scientific and educational material (READ) - reading peer-reviewed articles in journals indexed in PubMed with completion of an assessment component at the end of the reading and with possibly links through references to other articles of relevance or hyperlinks to supplementary publication materials. The EACCME certificate is only delivered after successful completion of the assessment component (pass-mark). The format of this assessment component is of the responsibility of the journal.

Rationale*:*

A journal can submit an application on behalf of its readers, and, in doing so, can benefit from a special package price based on the number of articles for which accreditation is requested per year (see table below).

You can register your journal as a provider on the EACCME® website eaccme.uems.eu.

Once the journal is registered in the UEMS-EACCME® database, it will need to apply every year with the UEMS-EACCME® for recognition of articles made available to readers during a one-year period.

EACCME credits will be valid for a duration of one year starting from the date of publication of the article.

Material to be submitted through the EACCME ® ***website****:*

- Application form with:
- ✓ Name of the journal
- ✓ Impact factor of the journal
- ✓ Excel file comprising:
  - o Name of the articles of the previous year
  - o Publication date
  - o Reference in PubMed, ESCI (Emerging Sources Citation Index) and/or DOAJ (Directory of Open Access Journals)
    - ▪ Optional for extra credit: COPE audit
    - ▪ Optional for extra credit: proof of ownership/support by learned society
- ✓ Articles from the previous year with their assessment component (when applicable).
- ✓ Billing information if different from the one registered

Reviewing process*:*

Applications must be submitted on the EACCME® website eaccme.uems.eu providing the above-mentioned requested documentation. The reviewing process will take two weeks from the date of receipt of the application.

For the first application, it is not mandatory to provide the assessment component. The assessment component however will have to be put in place from the moment the accreditation is awarded. When re-applying, after a year, the journal will need to send the articles from the previous year together with their assessment component.

Fees: Price list based on the number of articles published per year:

Up to 500 articles / year	1,720 €
501-1,000 articles / year	2,290 €
1001-1,500 articles / year	2,865 €
1501-2,000 articles / year	3,435 €
2,001-2,500 articles / year	4,010 €
> 2,501 articles / year	4,578 €

Allocation of credits:

Number of credits for reading 1 article and completing its assessment:

CREDITS ALLOCATION		EXTRA CREDITS ALLOCATION		
Journal Impact Factor (IF)	**No. of credits for 1 article**	**Within PubMed, ESCI and/or DOAJ**	**Pass COPE audit**	**Owned/Supported by learned society**
None	0.5	+0.5	+0.5	+0.5
Up to 3	2	+0.5	+0.5	
Up to 6	3			
More than 6	4			

VI. Recognition activities for UEMS members only: Examiner in a UEMS Exam

__Scope of recognition__:

Examiner in a UEMS exam - examiner taking part in an examination organized by a UEMS Section.

__Reviewing process__:

Applications must be submitted on the EACCME® website, eaccme.uems.eu

The reviewing process will take two weeks from the date of receipt of the application.

__Material to be submitted through the EACCME® website__:

- Application form with:
    - Name of the examination
    - Date of the examination
    - Venue of the examination
    - Name of the examiner

__Fee__: Free of charge

__Allocation of credits__:

2 credits per examination.

Conditions for submitting an ExamPack

✓ **Examiner in an UEMS Exam** Criteria apply;

Reviewing process:

Applications must be submitted by UEMS Bodies on the EACCME® website, eaccme.uems.eu

The reviewing process will take two weeks from the date of receipt of the application.

Material to be submitted through the EACCME® website:

- Application form with:
  o Name of the examination
  o Date of the examination
  o Venue of the examination
  o Name of the examiners

Fee: Free of charge

Allocation of credits:

2 credits per examination.

Writing MCQ for a UEMS exam

Scope of recognition*:*

Writing Multiple Choice Question – individual taking part in MCQ writing for examination organized by a UEMS Section.

Reviewing process*:*

Applications must be submitted on the EACCME® website, eaccme.uems.eu

The reviewing process will take two weeks from the date of receipt of the application.

Material to be submitted through the EACCME® website*:*

- Application form with:
    o Name of the examination
    o Date of the examination
    o Venue of the examination
    o Name of the individual
    o List of the MCQ(s) written

Fee*:* Free of charge

Allocation of credits*:*

1 credit per 5 MCQ of the examination.

Conditions for submitting a MCQPack

✓ **Writing MCQ** Criteria apply.

Reviewing process:

Applications must be submitted by UEMS Bodies on the EACCME® website, eaccme.uems.eu

The reviewing process will take two weeks from the date of receipt of the application.

Material to be submitted through the EACCME® website:

- Application form with:
    o Name of the examination
    o Date of the examination
    o Venue of the examination
    o Name of the individuals
    o List of the MCQ(s) written

Fee: Free of charge

Allocation of credits:

1 credit per 5 MCQ of the examination.