

## **CONTINUOUS EDUCATION AND PROFESSIONAL DEVELOPMENT (CEPD)**

### **I. General.**

The ERA-EDTA Continuous Education and Professional Development (CEPD) Committee is a very important advising committee for the ERA-EDTA Council with regard to ERA-EDTA's CME activity.

This committee will prioritise themes of fundamental relevance for preparing nephrologists to the challenges of the new technologies and precision medicine and up-date nephrologists in major areas of interest in the field.

These CEPD Courses will be created by major experts in the various fields which are decided/approved by the Council.

The programme of the CEPD Courses, including the speakers and chairs, must be approved by the Council.

There should be a maximum number of Courses which must reflect the room availability at the congress venue and also the budget assigned by the Council to this activity.

The CEPD Courses will be done the day before the first official annual Congress day and will be subject to a fee and will be given UEMS accreditation. Participants will therefore receive a special certificate of attendance and specific UEMS credits.

### **II. Committee Members, nominations, terms and rotation.**

1. 5 members: Chair; ERA-EDTA President; Renal Science Chair/Chair of the Administrative Offices; Clinical Nephrology Governance Chair/ Chair of the Registry and the Chair of the Congress Scientific Committee where the CEPD Courses will be held;
2. All members, except the Chair, will follow the normal election, term and rotation according to their specific role;

Candidates for Chair are instead nominated by the Council following an open call and they must be Full members (categories A and B), he/she is any person who: is active in the field of education/teaching aspects of nephrology or someone whose expertise is considered by the ERA-EDTA Council relevant for any other reason. When submitting his/her candidacy he/she must send a description of their current activities (1 page), supporting letters from two Full ERA-EDTA members (categories A and B), as well as their [Candidate Application Form](#) and fill in their DoI using the special online form;

3. An open call regarding the free position of Chair must be posted on the web-site, and an e-mail blast must be sent to all Full members (categories A and B), the year before the termination of the mandate of the current Chair;
4. The Chair remains in office for three years;
5. Decisions are to be taken by majority by the members, including the Chair. The Chair has a casting vote;
6. If the Chair leaves the Committee before ending his/her term, a new Chair must be elected within the next 12 months, following the procedure described above. The newly elected Chair will remain on the Committee for the normal term of three years;
7. For the rules regarding the reimbursement policy for the Chair who participates in face-to-face meetings, for example if organised at the time of the annual ERA-EDTA Congress and/or at the SEID, one must refer to the "[General Rules for ERA-EDTA Committees](#)";
8. The CEPD Chair, if not a speaker during the annual ERA-EDTA Congress, will be invited to attend the Congress: all the details can be found in the appropriate section of the "*Specifications for Organising the ERA-EDTA's Congresses and Meetings*" – *work in progress*;
9. Diplomas for CEPD Committee Members. For this matter one should refer to the appropriate section in the "[General Rules for ERA-EDTA Committees](#)".

### III. Duties.

1. The Chair can be invited to participate in Council meetings when deemed necessary, however, normally, it will be the Renal Science Chair/Chair of the Administrative Offices who will represent this committee during the Council meetings;
2. Normally all meetings of the CEPD Committee, if any, should be held by teleconference;
3. Once a year the Chair must present a report (both technical and financial) of the activity of the CEPD Committee to the Council – pre-Congress Council Meeting for review, discussion and eventual approval;
4. The Committee must identify, for each of the CEPD Course topics, a Chair and Co-Chair (whose term will be three years), they will develop the CEPD Course programmes and identify the speakers. The speakers MUST be Europeans, preferably ERA-EDTA Full members. In view of the work done, on a voluntary basis, by the speakers a special diploma will be prepared and given to them as well as large visibility on the ERA-EDTA web-site and newsletters. The speakers will receive the usual speaker reimbursement according to the ERA-EDTA Policy (see *"Specifications for Organising the ERA-EDTA's Congresses and Meetings"* – work in progress);
5. Each Course will have a strict format: what we know (consolidated knowledge); progress over the last 2 years; summing up; plenty of discussion time. The complete list of references will be provided to all participants. Each Course will normally have no more than 5 presentations, with the exception of the Courses which last the full day (in this case the maximum number is 9);
6. The Renal Science Chair/Chair of the Administrative Offices and the Chair of the Congress Scientific Committee will make sure that there is no or minimal overlap between these courses and the main Congress programme.

*Last approval by the ERA-EDTA Council done by email vote on February 13, 2019 (recorded in the minutes of the Council meeting held in London (U.K.), February 21-23, 2019).*