

Terms of Working Practices

I. Definition

The Joint Residency Advisory and Accreditation Committee is a joint committee of the Section of Neurosurgery of the UEMS and the EANS

II. Purpose

Harmonisation of neurosurgical training throughout Europe requires comparable standards of training and monitoring, by means of centrally registered approval. Such standards are developed by the Section of Neurosurgery of the UEMS and laid down in the European Charter of Training and the Charter on Site Visits. JRAAC's responsibility is to:

- a. advise and support clinical departments and national societies/authorities in the implementation of these standards
- b. act as the central monitoring authority for the European accreditation of training programmes
- c. act as a central registry of European accreditation

III. Organisation

1. Members: the committee consists of 11 members with voting right: 5 from the UEMS and 5 from the EANS plus Past-Chairman of JRAAC

There are 4 ex-officio members: the President of the EANS (the Past President of the EANS shall be his alternate), the President of the Section of Neurosurgery of the UEMS, one representative of the Examination Committee of the EANS, and the Past Chairman of JRAAC. The other members of the committee will be elected by the bodies they represent. Prevailing criteria for election of candidates should be experience and commitment.

Members are elected for 4 years, re-election is possible on one occasion for a maximum of 4 further years. To ensure continuity, no more than 4 members of the committee should be changed at any one time.

2. Officers: The Chairman and the Secretary are elected by the members of the committee at the committee meeting by a simple majority of votes. In the event of the office of chairman becoming vacant, the Past Chairman or the Secretary will run the business until the next committee meeting. Both officers are elected for 4 years, re-election for one further consecutive term is acceptable.

IV Responsibilities

- a) JRAAC holds two regular meetings a year, one during the EANS Annual Meeting/Congress of Neurosurgery and the second in Brussels. The business of the meetings will include:
 - to evaluate new applications so that they comply with requirements
 - to organise site visits
 - to accredit new programmes
 - to review existing programmes
 - to keep the central registry of European accreditation
 - to promote contact with national authorities responsible for specialist training
- b) The Chairman of JRAAC reports once a year (and on request) to both represented organisations
- c) Work and decisions are based on the UEMS Charter on Training, the Charter on Site Visits, and the guidelines and working practices of JRAAC.
- d) All information obtained from applicant centers or during site visits, is strictly confidential.

V. Funding

- a) The EANS may fund a share of the costs of JRAAC as agreed by the Board of Officers of the EANS, such as travel expenses for EANS representatives and local meeting arrangements
- b) UEMS representatives should be funded by their national bodies
- c) The EANS secretariat will be available to provide support for the administration of JRAAC.
- d) Audited accounts of JRAAC will be presented annually and will be made available both to the UEMS and the EANS.

VI Fees

- a) It is possible that a fee of €500 will be charged to applicant institutions.

- b) The applicant institution covers the costs for the site visitors and the national observer (travel expenses and local hotel accommodation)
- c) The fee for a periodic review of a programme is € 250,-