



EUROPEAN COMMISSION
DIRECTORATE GENERAL
JOINT RESEARCH CENTRE
Directorate F – Health, Consumers and Reference Materials
Unit F1 Health in Society

European Commission Initiative on Breast Cancer

Development of the European Quality Assurance scheme for Breast Cancer Services

Informal calls for expressions of interest

**External experts to the Quality Assurance Scheme
Development Group (QASDG) of the European Commission
Initiative on Breast Cancer (ECIBC).**

Healthcare accreditation (quality & safety) expert

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Abbreviations

European Commission	EC
European Commission Initiative on Breast Cancer	ECIBC
Guidelines Development Group	GDG
Joint Research Centre	JRC
Quality Assurance Scheme Development Group	QASDG

Introduction

The European Commission's Initiative on Breast Cancer ([ECIBC](#)) aims at ensuring and harmonising quality of breast cancer services across European countries.

The European Commission initiated a project to develop a European Quality Assurance scheme for breast cancer services (henceforth *European QA scheme*) that will define a common set of quality and safety requirements for breast cancer services in Europe. The scheme will cover all the relevant areas of healthcare provision for breast cancer and all processes of breast cancer care. These requirements will be based on evidence-based recommendations provided by the guidelines.

The *European QA scheme* will be developed by the Quality Assurance Scheme Development Group (QASDG), which was established following a call for expression of interest organised by DG SANTE. However, in the recent work carried out by the QASDG, the need for additional expertise in the methodology for quality assessment in healthcare has arisen and this call aims to fulfil that need.

Purpose of this call

This informal call is aimed at recruiting one external expert for the QASDG with experience in healthcare accreditation (quality & safety in healthcare)

Interested individuals who satisfy the eligibility criteria and who possess the relevant competences are invited to apply.

Applicants should note that the work of the QASDG is scheduled to last for 30 months since nomination (July 2015) with a possible renewal for another 30 months.

The external experts will contribute to the QASDG's work temporarily, based on request. They will have to attend QASDG meetings and participate to remote activities for their specific competence. They ARE NOT chosen from the QASDG reserve list. They do not have voting rights and/ or they do not formulate recommendations.

All candidates will apply, and act if nominated, in their individual capacity – i.e. not representing any organisation or affiliation.

This call for expressions of interest is open to citizens from Europe and elsewhere.

Remit of the QASDG

The QASDG will be the working group directly involved in the processes required for developing and piloting the *European QA scheme*. Among their tasks the following will be included.

- Deciding on clinical and organisational areas to be covered within the *European QA scheme*
- Selection of the breast cancer specific requirements, making use of the evidence provided by trustworthy guidelines
- Selection and definition of the quality indicators, based upon the abovementioned recommendations
- Support JRC during the consultation and pilot stage of the *European QA scheme*
- Approval of the *European QA scheme* draft, pilot and final versions.

The QASDG will work in close collaboration with the European co-operation for Accreditation (EA), that will be the main partner for this task. EA will provide the draft scheme design according to Regulation (EC) No 765/2008 and will also coordinate the piloting of the *European QA scheme*.

The work of the QASDG will be based on the principles of excellence, independence, multidisciplinary approach and transparency.

The ideal candidate would be a healthcare professional with broad experience in the assessment of healthcare institutions via on-site audits, preferably in the context of the main international organisations in the field (*e.g.* Accreditation Canada, Joint Commission International). Ideally, the expert would also have experience in the development of the requirements ('standards' in the healthcare meaning) for the assessment of the healthcare institutions.

Healthcare accreditation expert for the QASDG

Eligibility criteria

Applicants must fulfil the following criteria.

- Have a university degree in a healthcare clinical field (*e.g.* medicine, nursing, etc.) or in clinical pharmacy
- Have a minimum of 10 years of relevant professional experience the assessment of healthcare institutions (*e.g.* hospitals)
- Be active in the field of assessment of healthcare institutions at the moment of the application
- Be proficient in English to a level that will allow active participation in discussions, understand working documents and, if needed, draft a written contribution
- Be independent: the advice delivered must not be influenced by any consideration other than the evaluation of scientific elements relating to the topic addressed

Selection criteria

The following selection criteria will be applied in evaluating eligible candidates.

- Relevance of professional experience: the ideal candidate would have experience in the development of the requirements ('standards') for the assessment of the healthcare institutions, preferably via on-site audits.
- Involvement in multidisciplinary working groups at a regional/national/international level

Selection process

The selection process will consist of three stages.

1. Verification of the admissibility of the applications and eligibility of applicants.
2. Comparative evaluation and establishment of a list of the most suitable applicants.
3. Appointment of the best candidate(s) as external expert in the field of expertise subject to this informal call.

In addition to the eligibility and selection criteria, a balanced composition within the QASDG will be sought also in terms of:

- geographical diversity;
- gender balance; and
- independence (potential conflicts of interest).

Appointment of external experts

The JRC will inform the candidates of the result of the selection procedure as soon as possible.

Applications will be retained for potential future needs for the same fields of competence. In that case candidates will be re-contacted to confirm their interest in being involved in the ECIBC.

The names, CVs, pictures, Commitment declarations and Conflict of interest declarations of the appointed external expert(s) will be published in the European Commission webpages.

Indemnities

Unless stated otherwise in the letter of invitation, QASDG external experts shall be entitled to [indemnities related](#) to their participation in the meetings.

Protection of personal data

The Commission will ensure that applicants' personal data are processed as required by [Regulation \(EC\) No 45/2001 of the European Parliament and of the Council of 18 December 2000](#) on the protection of individuals with regard to the processing of personal data by the Union institutions and bodies and on the free movement of such data (OJ L 8, 12.1.2001). This applies in particular to the confidentiality and security of such data.

For an overview of the policy:

http://ec.europa.eu/dataprotectionofficer/legal_framework_en.htm

For further details on how data are managed at JRC please go to the link <http://ec.europa.eu/dpo-register/details.htm?id=28522> (the example applies to meetings in particular but the policy is the same for personal data protection for surveys).

Application procedure

DEADLINE: 14 November 2016, midnight (Ispra local time)

The submission of an application does not automatically guarantee the appointment to the QASDG. The Commission will decide on the basis of the written application and will inform the candidates of the result of the selection procedure as soon as possible after the closure of the call.

To submit your application, please follow these steps:

1. Download and carefully read the document:
[Guidance to declaration of interests](#)
2. Download, print, fill in, sign and scan the ['Declaration of interests' \(DoI\) form](#)
3. Prepare your **CV** (not exceeding three pages and with a maximum of 15 publications and 20 participations to conferences, preferably in [Europass format](#) and in English), sign and scan it.
4. Fill in the application form, attaching the scanned **CV** and **DoI form**.
5. [Apply here](#). **Only these applications will be considered.**

Please consider that failing to provide all documents as requested (e.g. not submitting DoI) will invalidate your application

Contact information

For clarifications on the information requested, or for technical questions related to the application form, please send an email to the following address: JRC-ECIBC@ec.europa.eu

Emails received after the deadline will not be taken into account.