



European Commission Initiative on Breast Cancer

Application for Membership in the 'Guidelines Development Group' (GDG): Methodologists

Instructions to complete the form:

- 1) Please provide as much information as possible. **The fields marked with an asterisk (*) are mandatory.** You will not be able to send the application if you have not filled in all the mandatory fields.
- 2) This application form has to be filled in and submitted using 'Adobe Acrobat Reader'. Data entered in the fields can be saved and retrieved later or forwarded to others to complete.
- 3) Once completed, you will find at the end of the form a button for sending the application: "**Submit by email**".
- 4) Should you need clarifications on the information requested, or on technical questions related to the use of this form, please send an email to the following address: SANCO-ECIBC-GDG@ec.europa.eu

**Deadline for application:
1 December 2014, midnight Luxembourg local time**

Any application reaching the mailbox after the deadline will not be considered by the evaluation panel.

1. Contact information

Important: This information is used to identify your application. If you want to update any other section of this form please re-submit the PDF without changing the information under this section, otherwise the application will be considered as a new application.

Title (e.g. Prof., MD)						
Name*						
Surname (in capital letters)*						
Gender*	Male		Female		Do not indicate	
Nationality*						
Affiliation* (organisation you are currently working for)						
Address (professional)*						
Postal code (professional)*						
Town (professional)*						
Country (professional)*						
Telephone with international prefix (professional)*						
Mobile phone						
Fax						
E-mail (1)*						
E-mail (2)						

2. Knowledge of EU languages

Please indicate your mother tongue and your proficiency in English.

Mother tongue*

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Proficiency in English*

Level that will allow participating in discussions, understand working documents and, if needed, draft a written contribution.

YES	NO

3. Educational background

Do you have a university degree?*

YES	NO

If you chose **YES**, please provide a more detailed description (starting with the most recent).

University degree 1*

Title					
Name of organisation					
City		Country		Year awarded	

University degree 2

Title					
Name of organisation					
City		Country		Year awarded	

Do you have post graduate studies, such as Master's degree? (Do not consider doctoral studies)*

YES	NO

If you chose **YES**, please provide a more detailed description.

Postgraduate study 1

Title					
Name of organisation					
City		Country		Year awarded	

Postgraduate study 2

Title					
Name of organisation					
City		Country		Year awarded	

Do you have doctoral studies*

YES	NO

If you chose **YES**, please provide a more detailed description.

Doctoral studies

Title					
Name of organisation					
City		Country		Year awarded	

4. Profile

Please choose the 'profile' you would like to apply (only one)*

Profile I: Professional	Profile II: Individual citizens or patients	Profile III: Methodologist
A person actively involved in breast cancer screening and diagnosis.	Actual or potential recipient of breast cancer screening or diagnosis services, their family members or their carers.	Any person working in fields relevant to development of guidelines.

5. Professional experience of relevance for the application

Length of professional experience after the first degree giving access to doctoral studies*

10 to 14 years	15 to 19 years	20 or more years	Not applicable

Current professional situation*

Employed	Self-employed	Unemployed	Retired	Not applicable

At present I am involved in a field relevant to the European guidelines for breast cancer screening and diagnosis*

YES	NO

If you chose "YES", describe in which activities (max. 1000 characters with spaces)

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Please list here your most relevant professional positions in the last ten years (start with the most recent, maximum 6 positions)

Work experience 1			
Position*			
Organisation*			
Start*		End*	
Activities (max. 400 characters with spaces)*			
Responsibilities (max. 400 characters with spaces)*			

Work experience 2			
Position			
Organisation			
Start		End	
Activities (max. 400 characters with spaces)			
Responsibilities (max. 400 characters with spaces)			

Work experience 3			
Position			
Organisation			
Start		End	
Activities (max. 400 characters with spaces)			
Responsibilities (max. 400 characters with spaces)			

Work experience 4			
Position			
Organisation			
Start		End	
Activities (max. 400 characters with spaces)			
Responsibilities (max. 400 characters with spaces)			

Work experience 5			
Position			
Organisation			
Start		End	
Activities (max. 400 characters with spaces)			
Responsibilities (max. 400 characters with spaces)			

Work experience 6			
Position			
Organisation			
Start		End	
Activities (max. 400 characters with spaces)			
Responsibilities (max. 400 characters with spaces)			

6. Fields of competence

Please mark your level of expertise/knowledge for the following fields independently of your profile.

Therefore, you must describe all the competences for your profile ('methodologist'), and also for your potential profile as a professional working in relevant fields in breast cancer screening and diagnosis.

Profile III: 'methodologist'				
Nr	Field of competence	Level of experience/knowledge		
		No experience	Good experience	Expert experience
21	Development of quality indicators*			
22	Decision aids*			
23	Equity in guidelines*			
24	Evaluation of breast cancer screening programmes (including the assessment of benefits and harms)*			
25	Evaluation of diagnostic tests*			
26	Evidence-based guidelines development*			
27	Guidelines implementation*			
28	Health economy*			
29	Integration of patient values in guidelines*			
30	Prevention and management of conflicts of interests in guidelines*			
31	Quality assurance guidelines*			
32	Synthesis of qualitative evidence*			
33	Systematic reviews of diagnostic tests*			
34	Systematic reviews of public health interventions*			

Additional competences as professional in breast cancer screening and diagnosis				
Nr	Field of competence	Level of experience/knowledge		
		No experience	Good experience	Expert experience
1	Cancer registries and databases*			
2	Communication in cancer*			
3	Cancer epidemiology*			
4	General practice*			
5	Healthcare systems administration*			
6	Health promotion, such as community nursing or other disciplines*			
7	Information technology*			
8	Management of breast cancer screening programmes*			
9	Nursing*			
10	Pathology*			
11	Medical physics*			
12	Policymaking*			
13	Psycho-oncology*			
14	Public Health*			
15	Quality and patient safety*			
16	Radiography*			
17	Radiology*			

If necessary, indicate other competences not detailed in the previous list that may be useful for the guideline (Max. 600 characters including spaces)

7. Eligibility and selection criteria for methodologists

Nr	Eligibility criteria	Yes	No	If yes, justify with examples, when applicable (max. 600 characters with spaces)
1	Have a university degree*			
2	Have a minimum of 10 years of relevant professional experience in relevant fields (see 'fields of competence')*			
3	Proficiency in English to a level that will allow participating in discussions, understand working documents and, if needed, draft a written contribution*			

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Nr	Eligibility criteria	Yes	No	If yes, justify with examples, when applicable (max. 600 characters with spaces)
4	Independent: the advice delivered must not be influenced by any consideration other than the evaluation of scientific elements relating to the topic addressed*			Do not provide details here as this will be assessed from your declaration of interests form.

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Nr	Selection criteria	Yes	No	If yes, justify with examples, when applicable (max. 600 characters with spaces)
1	Relevance of professional experience*			
2	Experience in more than one field of competence*			
3	Involvement in multidisciplinary working groups at a regional level*			

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Nr	Selection criteria	Yes	No	If yes, justify with examples, when applicable (max. 600 characters with spaces)
4	Involvement in multidisciplinary working groups at a national level*			
5	Involvement in multidisciplinary working groups at an international level*			
6	Experience in guidelines development (as obtained through university courses, postgraduate specialization and/or working experience)*.			

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Nr	Selection criteria	Yes	No	If yes, justify with examples, when applicable (max. 600 characters with spaces)
7	Experience in systematic reviews (as obtained through university courses, postgraduate specialization and/or working experience)*			
8	Communication skills, in particular in coordinating working groups and consensus-building. For example, having being chair of a working group*			
9	A Masters level qualification in a relevant subject to the guidelines*			

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Nr	Selection criteria	Yes	No	If yes, justify with examples, when applicable (max. 600 characters with spaces)
10	A PhD qualification in a relevant subject to the guidelines*			
11	Record of peer-reviewed publications in a relevant field as reported in the CV for the application*			Do not provide details here as this will be assessed from your CV.

8. 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.

By ticking the field below I confirm that I have read the information provided on personal data treatment.*

By ticking the field below I confirm that I accept the European Commission policy for the treatment of the personal data I provided in the remit of this call.*

9. Declarations

1. I declare that the information provided above is true and complete.
2. I undertake to produce, on request, documents to support my expression of interest and accept that failure to do so may invalidate my application.
3. If appointed, I am willing to commit to the work and timelines of the GDG as outlined in the Open Call for Expression of Interest and as defined in any contractual obligation related to this task. I am aware that, to be appointed, I need to sign a declaration of commitment, agreeing to contribute with my best personal scientific capacity to the work of the GDG.
4. If appointed, I am willing to respect confidentiality and not to divulge information acquired as a result of my work for the GDG, if this information is subject to a request for confidentiality, in accordance with applicable rules. I am aware that, to be appointed, I need to sign a declaration of confidentiality.
5. I am willing to make a commitment to act independently in the public interest and to make complete declarations of any direct or indirect interests that might be considered prejudicial to my independence. I am aware that, to be appointed, I need to declare all my interests.
6. I am aware that, in case of my selection as GDG member, I need to register my personal details and scientific profile in the [European Commission's database of experts](#).
7. I am aware that, if appointed, a photograph, my CV, and my declaration of interests will be published on SANCO and JRC webpages.

<p>By ticking this box, I confirm all of the above seven declarations*</p>

10. Application form submission

1) When you have finished filling in the form, please verify that your internet connection is active and then click on the **Submit by Email** button below. The form will be automatically sent to the application mailbox.

2) If the form is properly filled in, the application will be submitted to the server. If it is not, an alert box will appear indicating the number of incorrect fields. Please check your form again and try to re-submit it according to step 1.

3) Once you have submitted the form, you must save it on your computer as file in a pdf format. Please, print that file, sign it, scan it and save it as pdf again but with different name: the signed form is also requested for your application and has to be sent to the mailbox. SANCO-ECIBC-GDG@ec.europa.eu together with CV and signed Declaration of Interests form as described in the instructions available on the call webpage

4) Should you still have any difficulties, please contact: SANCO-ECIBC-GDG@ec.europa.eu

After printing this form, please handwrite the following information:

Date

Signature
