



## European Commission Initiative on Breast Cancer

# Application for Membership in the 'Quality Assurance Scheme Development Group' (QASDG): Professionals

### **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-QASDG@ec.europa.eu](mailto:SANCO-ECIBC-QASDG@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\*

--

### 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\*

<b>Title</b>					
<b>Name of organisation</b>					
<b>City</b>		<b>Country</b>		<b>Year awarded</b>	

**University degree 2**

<b>Title</b>					
<b>Name of organisation</b>					
<b>City</b>		<b>Country</b>		<b>Year awarded</b>	

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

<b>YES</b>	<b>NO</b>

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

**Postgraduate study 1**

<b>Title</b>					
<b>Name of organisation</b>					
<b>City</b>		<b>Country</b>		<b>Year awarded</b>	

**Postgraduate study 2**

<b>Title</b>					
<b>Name of organisation</b>					
<b>City</b>		<b>Country</b>		<b>Year awarded</b>	

**Do you have doctoral studies?\***

<b>YES</b>	<b>NO</b>

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

**Doctoral studies**

<b>Title</b>					
<b>Name of organisation</b>					
<b>City</b>		<b>Country</b>		<b>Year awarded</b>	

## 4. Profile

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

<b>Profile I: Professional</b>	<b>Profile II: Individual citizens or patients</b>
A person actively involved in fields relevant for the breast cancer pathway and/or in the field of quality and patient safety in healthcare	Users of breast cancer screening, diagnosis or care services, their family members and their carers

## 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 breast cancer pathway (screening, diagnosis, treatment, rehabilitation, follow up, psychological support, palliative care) and/or quality and patient safety in healthcare\***

YES	NO

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

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.

Therefore, you must describe all the competences for your profile ('professional').

Profile I: 'professional'				
Nr	Field of competence	Level of experience/knowledge		
		No experience	Good experience	Expert experience
1	Breast cancer quality assurance schemes*			
2	Breast surgery*			
3	Cancer epidemiology*			
4	Cancer registries and databases*			
5	Communication in cancer*			
6	Conformity assessment /inspection / certification bodies (healthcare area)*			
7	Evidence-based complementary and alternative medicine*			
8	General practice*			
9	Genetics*			
10	Healthcare accreditation <sup>i</sup> systems*			
11	Healthcare systems administration*			
12	Hospital management*			
13	Information technology*			
14	Management of breast cancer screening programmes*			
15	Medical Oncology*			
16	Medical Physics*			
17	Nursing (both community and hospital)*			
18	Nutrition*			

<sup>i</sup> 'Here 'Accreditation' is intended as any evaluation mechanism aimed at assessing the performance of an healthcare institution through investigating its compliance with a series of pre-defined standards

Profile I: 'professional'				
Nr	Field of competence	Level of experience/knowledge		
		No experience	Good experience	Expert experience
19	Palliative Care*			
20	Pathology*			
21	Patient safety*			
22	Patient-centered care*			
23	Pharmacy*			
24	Policymaking*			
25	Psycho-oncology*			
26	Public Health*			
27	Quality assurance schemes for chronic diseases*			
28	Development of quality indicators*			
29	Radiography*			
30	Radiology*			
31	Radiotherapy*			
32	Reconstructive breast surgery*			
33	Rehabilitation*			
34	Social assistance*			

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

## 7. Eligibility and selection criteria for professionals

Nr	Eligibility criteria	Yes	No	If yes, justify with examples, when applicable (max. 600 characters with spaces)
1	Have a university degree in a relevant subject to the European Quality Assurance Scheme, such as medicine, nursing, biology, pharmacy, social science, health economics, public health, epidemiology, statistics, health policy, or a health-related discipline*			
2	Have a minimum of 10 years of relevant professional experience in relevant fields (see 'fields of competence')*			
3	Be employed or involved in a field relevant to the breast cancer pathway (screening, diagnosis, treatment, rehabilitation, follow up, psychological support, palliative care) and/or quality and patient safety in healthcare*			

European Commission Initiative on Breast Cancer: application for membership in the QASDG

Nr	Eligibility criteria	Yes	No	If yes, justify with examples, when applicable (max. 600 characters with spaces)
4	Proficiency in English to a level that will allow participating in discussions, understand working documents and, if needed, draft a written contribution*			
5	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.

European Commission Initiative on Breast Cancer: application for membership in the QASDG

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*			
4	Involvement in multidisciplinary working groups at a national level*			
5	Involvement in multidisciplinary working groups at an international level*			
6	Knowledge of the European context, EU Institutions and policies, with special reference to the health sector (as obtained through university courses, postgraduate specialization and/or working experience)*			

European Commission Initiative on Breast Cancer: application for membership in the QASDG

Nr	Selection criteria	Yes	No	If yes, justify with examples, when applicable (max. 600 characters with spaces)
7	Communication skills, in particular in coordinating working groups and consensus-building. For example, having being chair of a working group*			
8	Knowledge of quality assurance in the specific area of professional expertise (for example, having developed professional recommendations or being an auditor in one of the existing private / public quality assurance schemes for cancer, preferably for breast cancer)*			
9	Knowledge of evidence-based healthcare (as obtained through university courses, postgraduate specialisation and/or working experience)*			
10	Experience in quality assurance in healthcare in the ISO context (for example being an ISO auditor for healthcare, or being employed by a certification body or conformity assessment body active in the healthcare field, or having being employed by a National Accreditation Body)*			



European Commission Initiative on Breast Cancer: application for membership in the QASDG

Nr	Selection criteria	Yes	No	If yes, justify with examples, when applicable (max. 600 characters with spaces)
11	Experience in healthcare quality improvement and patient safety (for example, being employed as a consultant or an auditor in a national or international healthcare accreditation <sup>ii</sup> organisation, or having developed healthcare standards <sup>iii</sup> )*			
12	Experience in standardisation in healthcare (for example, being involved in the development of a CEN standard)*			
13	Experience in quality indicators definition and measure*			
14	A Masters level qualification in a relevant subject to the European Quality Assurance Scheme*			
15	A PhD qualification in a relevant subject to the European Quality Assurance Scheme*			

---

<sup>ii</sup> See note <sup>i</sup>

<sup>iii</sup> See note <sup>i</sup>

European Commission Initiative on Breast Cancer: application for membership in the QASDG

Nr	Selection criteria	Yes	No	If yes, justify with examples, when applicable (max. 600 characters with spaces)
16	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 QASDG 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 QASDG.
4. If appointed, I am willing to respect confidentiality and not to divulge information acquired as a result of my work for the QASDG, 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 QASDG 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.

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

## 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-QASDG@ec.europa.eu](mailto:SANCO-ECIBC-QASDG@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-QASDG@ec.europa.eu](mailto:SANCO-ECIBC-QASDG@ec.europa.eu)

**After printing this form, please handwrite the following information:**

Date

---

Signature

---