

EHRA Certification Committee

1. Committee:

Chair	Prof. Jens Cosedis Nielsen
Co-Chair	Dr. Jan Steffel
EP-Committee	Dr Mark Earley (Co-chair)
Standard Setting Sub-Committee	Dr Adolfo Fontenla
	Dr Christopher Piorkowski
	Dr Peichl Petr
	Prof. Hildegard Tanner
MCQ Writing Sub-Committee	Dr Serge Trines
	Miss Naiara Calvo Galiano
	Prof Thomas Deneke
	Dr L Segreti
	Dr Nicola Pavlovic
CP-Committee	Dr Stelios Tzeis (Co-chair)
Standard Setting Sub-Committee	Prof Dirk Boecker
	Dr Jens Brock Johansen
	Prof Sergio Richter
	Prof Carsten Israel
MCQ Writing Sub-Committee	Mr Mads Brix Kronborg
	Dr Willem-Jan Acou
	Dr Sascha rolf
	Dr Malcolm Finlay
	Dr Sofia Almeida
AP-Committee	Dr Jan Elders (Co-chair)
Standard Setting Sub-Committee	Dr Nick Linker
	Dr Beatrix Halama
	Dr Dominic Theuns
	Mr Danny Veen
MCQ Writing Sub-Committee	Mr Vasilis Antonakos
	Dr Giosue Mascioli
	Dr Philip Moore
	Mr Leendert van den Beukel
	Mr Jon Griffiths

2. Mission

Assure the Optimal Quality in Arrhythmia Healthcare by Assessing the Competence in Knowledge, Skills and Attitudes of Professionals

3. Objectives

- a) Provide professional and high quality EHRA certification exams for physicians
- b) Annual MCQ exam for cardiac device specialists (Certification level 1)
- c) Annual MCQ exam for electrophysiologists (Certification level 1)
- d) Certification of practical Experience for cardiac device specialists, logbook (Certification level 2)
- e) Certification of practical Experience for electrophysiologists, logbook (Certification level 2)
- f) Provide professional and high quality EHRA certification exams for Allied Professionals
- g) Annual MCQ exam on cardiac device therapy for AP
- h) Provide professional and high quality EHRA recognition for Training Centres

4. Job Descriptions

CHAIRMAN'S JOB DESCRIPTION

- Final approval of all exam related issues in co-operation with Co-chairman and subcommittee chairs
- Exam supervision

CO-CHAIR'S JOB DESCRIPTION

- Deliver annual activity reports
- Final approval of exams
- Exam supervision

SUBCOMMITTEE CHAIR'S JOB DESCRIPTION

- Co-ordinate and chair MCQ review and exam meeting (EP/CP/AP)
- Approve MCQ exam
- Exam supervision
- Approve passing rates
- Enforce improvement of the database
- Answer issues linked to the certification program (including the logbook part for EP/CP)

COMMITTEE MEMBERS' JOB DESCRIPTION

Standard setting subcommittee

- Review and grade MCQ
- Logbook grading
- Exam supervision

MCQ writing subcommittee

- Writing/editing MCQ
- Provide 25 new MCQ per year
- Logbook grading
- Exam grading

ANTICIPATED TIME

Chair

Standard setting meeting (plus travel)	2 days (+ 0.5 days)
Planning/preparation exam preparation meeting	4h
MCQ review meeting (plus travel)	2 days (+ 0.5 days)
Planning/preparation MCQ meeting	4h
Exam preparation and evaluation of results (review, location, organization)	1 day
Exam supervision and related meetings (Europace/Cardiostim)	1 day
Email and other communication	8h/month

Co-Chair

Standard setting meeting (plus travel)	2 days (0.5-1days)
Planning/preparation exam preparation meeting	2h
MCQ review meeting (plus travel)	2 days (0.5-1 days)
Planning/preparation MCQ meeting	4h
Exam supervision and related meetings (Europace/Cardiostim)	1 day
Exam preparation and evaluation of results (review, location, organization)	1 day
Email and other communication	3h /month
Drafting of different text's (annual activity report, minutes from meetings)	1h /month

Subcommittee Chair

Standard setting meeting (plus travel)	2 days (0.5-1days)
MCQ review meeting (plus travel)	2 days (0.5-1 days)
Exam supervision and related meetings	1 day
Final exam review and approval	0.5 day
Reviewing the marks / pass marks	0.5 day
Email contact, answering queries, logbook issues	2h /month
Drafting of different text`s (question database, guidelines, reading list)	1h /month

Members MCQ writing subcommittee

MCQ review and editing meeting	2 days
Writing/editing MCQs (25 new/year)	40 h /year
Exam supervision (3 per committee)	1 day /year
Logbook grading, email communication	1h /month

Members Standard setting subcommittee

Standard setting meeting	2 days
Reviewing and grading MCQs	15 h /year
Exam supervision (2 per committee)	1 day /year
Logbook grading, email communication	1h /month