



**Translation of the:**  
***CCNAP Core Curriculum for the Continuing Professional Development of nurses  
working in a cardiovascular setting.***

**Standard Operating Procedure.**

1. CCNAP may use its own network to find translators
2. The National Cardiovascular Nursing Society should ask for permission from the CCNAP Chairperson to translate the Core Curriculum indicating into which language it will be translated.
3. When permission is granted the translation must be done by an expert in the topic/discipline and the President of the National Cardiovascular Nursing Society will sign off the final translation.
4. The translation must be sent to the CCNAP Chair and information will be provided on standard layout and copyright. It must be sent in pdf format plus 2 paper versions if it will be published in printed form.
5. The translator must provide a signed letter with a phrase attesting that the translation is true to the original document and that the scientific content was not modified.
6. The ESC has the copyright for the CCNAP Core Curriculum whatever the format.

Additionally, in the event of financial support being required for the publication and / or printing of the Core Curriculum translation, then:

7. No sponsor can be associated with the content.
8. The ESC will provide the specific text to acknowledge financial support.
9. Acknowledgements of financial support must be on a neutral page with no curriculum related content.

**Important**

- The CCNAP Core Curriculum is a document of the ESC.
- Countries wanting to translate the document must first contact the Councils Office ([councils@escardio.org](mailto:councils@escardio.org)) who will provide instructions.
- All translations must be recorded by the Councils Office.