A. What is a joint session?

A joint session is a session programmed jointly between the EHRA and one EP National Cardiac Society (NCS)/Association/Working Group (WG) identified as the local organizing body.

A joint session takes place during the annual national congress or meeting of the EP WG, association or the NCS in the case the WG does not have its own annual meeting.

Both entities collaborate on the scientific content and the appointment of speakers.

B. Requirements

The request needs to fulfill the following requirements

1/ Faculty

50% of the speakers should be representing the EHRA and the other 50% representing the local organizing body – EP WG/NCS/association.

The session should equally be chaired by the EHRA and the local organizing body.

All faculty members must have EHRA Membership.

Speakers travel will only be arranged and covered according to the EHRA travel policy and allocated budget*.

*Usually, EHRA speakers appointed for the joint session should already be attending the national meeting otherwise. However, if needed, the EHRA can cover the travel costs (flight, accommodation and catering according to allocated budget) for at least one representative to ensure the joint session.

2/ Scientific Programme

The scientific programme and speakers need to be approved by the EHRA National Cardiac Society Committee Chair or Co-Chair.**

**Please note that EHRA can request to check any electronic or print information announcing the event, including preliminary or final programmes.
C. Submission process

Joint sessions are scientific activities organized within ESC member countries that need to be approved by the EHRA National Cardiac Societies (NCS) Committee (currently Chaired by Isabelle van Gelder).

In order for the request to be considered for approval, it needs to follow the following application process:

1/ Submission
The request should be submitted formally by the local organiser (from 1 of the 57 ESC member countries) and addressed to the EHRA NCS Chair in office (by email to EHRA staff: ehra@escardio.org, cc: ltapp@escardio.org) during the open application periods running usually from April to May year N for events taking place end of year N and from August to October year N for events taking place year N+1.

2/ Selection process
Will be considered for selection only Joint session requests submitted within the application period stated above.

In order to ensure fairness and rotation between countries, priority will be given to requests that have not benefited yet from EHRA Support or that have not benefitted from an EHRA Joint session in the last 3 years.

EHRA will select a maximum of 10 joint sessions per year.

When the EP NCS/WG covers the travel costs of the EHRA faculty, one EHRA Educational congress grant*** will be offered.

When EHRA must cover for the travel costs of its faculty members, no grant will be offered.

*** EHRA Educational Grant provides 1 free registration for EHRA Congress + 500€ to cover the travel and accommodation costs to attend the congress.
3/ Decision

The requests are subject to selection and approval by the EHRA NCS committee members who have been appointed for this task and form the selection taskforce for joint sessions.

A reply and decision will be provided end of May to all requests from application period 1 for events in the current year and in November for events taking place year N+1.

**Once Approval is provided by the EHRA NCS Committee the EHRA will:**

- send an official confirmation to the local organiser
- provide the association logo and any other useful additional promotional material
- promote the event on the ESC website in the ESC World Cardio Agenda and EHRA bulletins or Newsletters when this is feasible