

EHRA Scientific Initiative Committee (SIC)

1. Committee

Carina Blomstrom Lundqvist (Sweden), Chair
Maria Grazia Bongiorno (Italy), Co-Chair
Torben Bjerregaard Larsen (Denmark)
Jian Chen (Norway)
Nikolaos Dargatzis (Greece)
Heidi Estner (Germany)
Meleze Hocini (France)
Antonio Madrid (Spain)
Laurent Pison (France)
Tatjana Potpara (Serbia)
Alessandro Proclemer (Italy)
Derick Todd (UK)
Elena Sciaraffia (Sweden)

2. Mission

To run and oversee the development of surveys, registries and scientific studies and grants relevant for improving and ensuring high quality of health care for patients, minimizing regional differences, and stimulating adoption of guidelines and recommendations, as well as scientific careers for fellow physicians within arrhythmology.

3. Objectives

- a) To identify and prioritize topics for high quality EP wires, snap shot surveys, patient surveys and registries on cardiac arrhythmia related issues or devices.
- b) Develop good collaboration with EP network centres, other ESC Associations and Working Groups, as well as other international organizations and societies, including HRS, APHRS, SOLAECE etc., to create high quality surveys and registries as well as scientific studies.
- c) To support or run scientific studies within arrhythmia related topics with a common interest for the European community and not routinely sponsored by commercial parties.
- d) Facilitate the initial development, revision and/or endorsement of clinical scientific studies, including establishing effective operating procedures.
- e) Make suggestion to the EHRA board and EORP for the creation of new surveys or registries of importance for quality of care and adoption of guidelines or recommendations within arrhythmology.
- f) To prepare, govern and appoint the chair and members of the Academic Research Fellowship Grant Evaluation Committee.(after approval of the EHRA President)
- g) Review requests for surveys, registries and studies collaboration/participation submitted by external organizations and make recommendations to EHRA Board.

4. Job Descriptions

CHAIRMAN´S JOB DESCRIPTION [anticipated time: 2-3 hours/week]

- Define EHRA Scientific Initiative Committee strategic plan.
- Establish annual objectives, work plans, timelines and budgets, in alignment with EHRA Boards priorities.
- Be informed about EHRA Strategic Plan, annual organizational priorities and the charge of other committees.
- Guide Committee members in their work, define objectives, delegate tasks and motivate collaborative efforts.
- Communicate expectations regarding Committee member input and monitor their performance.
- Schedule and develop meeting agendas.
- Suggest the members of the scientific initiatives committee and the chair and members of the Academic Research Fellowship Grant Evaluation Committee to the EHRA President
- Respond timely to email notifications and solicitations.
- Approve final work products and formal communications.

CO-CHAIR´S JOB DESCRIPTION [anticipated time: 1-2 hours/week]

- Participate in defining the Committee´s Strategic Plan.
- Work collaboratively and assist the Chair in order to achieve the goals set in the Strategic Plan.
- Be informed about the Society´s Strategic Plan, annual priorities and committee´s charge.
- Participate in meetings and teleconferences in the absence of the chair
- Give monthly - annual reports for the EHRA E Newsletter and activities report about planned and ongoing SIC activities.
- Review minutes of SIC meetings in collaboration with EHRA staff
- Respond timely to email notifications and solicitations.

COMMITTEE MEMBERS´ JOB DESCRIPTION [anticipated time: 1-2 hours/week]

- Work collaboratively with the chair and staff to achieve the committee´s goals and objectives.
- Be informed about the Society´s Strategic Plan, annual priorities and committee´s charge.
- Volunteer for special assignments or tasks when able, such as
 - Chairing evaluation committee for the Academic Research Fellowship Grant Evaluation Committee.
 - Coordinating certain Snap shot surveys
 - Coordinating certain patients surveys
 - Responsible for the creation of a specific EP wire including creating questions, checking dataset on internet, analysing results, writing and submitting to EP Journal in time, as main author for the EP wire
- Participate actively in committee meetings, contributing to committee deliberations by being familiar with distributed materials.
- If absent from 2 consecutive SIC meetings give a report to chair whether to remain or leave the committee related to time constraints.
- Respond timely to email notifications and solicitations.
- Contribute to the timely completion of committee products and deliverables, including meeting staff and committee deadlines.