

## Rules for accreditation process

### General goal of EUSOP

EUSOP program (100 hours program) aims to attribute the title of « European Pharmacist in Oncology pharmacy» to those who fulfill this program.

### Who is eligible to apply for EUSOP accreditation?

Accreditation committee considers for accreditation, applications submitted by:

- **individuals** or
- **national societies/institutions to hold national trainings**

### Requirements for accreditation of applications submitted by individuals

1. Pharmacists, who are interested in oncology pharmacy, are welcome to apply for EUSOP program.
2. Applicants must provide the committee with the following **material**:
  - **Score card**  
They will have to fill in the score card, in which they must state the date of the acquired certifications of attendance.
  - **Certificate of attendance**  
Score card must be accompanied with the relevant certificates of attendance. The title of the educational program must be clearly stated on the certifications. Moreover, the name of the applicant and the organizational entity must be stated. Also the certification must carry the institution's identification marks (stamps, etc.)
  - **Brief curriculum**  
Applicants must also send a **brief curriculum** of the educational program, which they have attended, stating:
    - a. The title of lectures
    - b. The speakers
    - c. The time schedule
    - d. The contact details of the responsible person for the training
  - Curriculum is not required for the events of EUSOP, such as Masterclasses, ExCOP, accredited national trainings and EUSOP e-learnings.



- In case where the certificates of attendance are not in English, applicants are requested to accompany these certificates with a letter that states in English:
    - a. The title of the program
    - b. The name of the organizational institution
    - c. Curriculum of the program
  - Only the score card which is accompanied with the required documents is considered valid.
  - Accreditation committee might request further information, where appropriate.
3. If a pharmacist has already attended relevant oncology trainings in his own country, there is a possibility of acceptance within the 100 hours. However, this will be checked and approved by EUSOP accreditation committee.

#### **Requirements for accreditation of applications submitted by national societies/institutions**

1. National societies and other institutions are welcome to submit application in order to get accreditation for national events
2. Applicants must provide the committee with the following **material**:
  - **Application for accreditation of national trainings**  
They will have to fill in the application, stating the topics, lecturers, time schedule of their program.
  - **The program of the event translated in English**  
Title, educational objectives, lecturers
  - **Brief curriculum of the speakers**
3. In case where a national society is asking for accreditation of past events (diverging from the current education program and its correlation between international e-learning/national trainings/international workshops), it is required to submit a brief curriculum mentioning:
  - a) Title of the event
  - b) Date of the event
  - c) Topics covered in the event, as well as the objectives of each session
  - d) Time schedule
  - e) Name of speakers and a brief report about them
4. Accreditation committee might request further information, where appropriate.

#### **Process of accreditation**

The accreditation team will take into account the aforementioned documentation and by comparing it with the proposed EUSOP program will conclude to what is accredited and what is left to be done.

Regarding the case of countries which have a high level of training in oncology pharmacy, it might be possible to accept high equivalence between their program and the EUSOP program. However, this will be discussed thoroughly within the accreditation committee for each case individually.