



## **CERTIFICATION EBU SUB-SPECIALTY CENTRE CERTIFICATION CRITERIA**

For sub-specialty certification, the EBU has identified four areas in which a subspecialised centre should demonstrate the required expertise. The following are the main areas with the corresponding qualities:

### **1. Institutional organisation and performance**

- The centre should have an adequate number of cases to maintain a high level of results and pursue research and clinical studies on a specific topic.
- Results achieved by the centre should be on par with other international high-performing institutions.
- Furthermore, the centre should have at least two consultants who are experts, and a dedicated staff in the sub-specialty.
- The centre should have the resources and strategic plan to offer post-graduate teaching of a special proficiency, which cannot be attained at a standard urological department. Moreover, the centre provides care to an adequate number and variety of patients for it to offer a comprehensive and practical training in the given specialty .

### **2. Facilities and resources**

- The centre is equipped with all adequate technical equipment and updated routines that enable it to be thoroughly capable in offering relevant developments in the specialty.
- Ready access to supporting specialties and other resources needed for the centre to run its operations in a modern and professional manner.
- If there are several treatment modalities for a certain kind of disease or diagnose, it is preferable that all these modalities are available at the centre. If this capacity is lacking, the centre must have good knowledge of all relevant treatment modalities and a functioning collaboration with another centre within the same hospital/institute where these modalities are available.

### **3. Research and clinical studies**

- The centre has to stay updated on national and international research being done on the specialty. And not only does the centre take a dynamic role in the international debate regarding the specialty, it also performs its own research/studies.

### **4. Fellowship programme**

- A fellowship programme including surgical training or other types of manual skills must offer good and adequate hands-on training. When needed, the host centre should also extend assistance to the applicant in obtaining the certificates required to perform hands-on training.
- For a fellowship that also includes practical training on operative skills, no more than one fellow per supervising consultant should be accepted at the same time. If the centre trains urology residents, there should be no more than one resident and one fellow for every supervising consultant.

**CERTIFICATION EBU SUB-SPECIALTY CENTRE**  
**APPLICATION PROCEDURE**

**1. Required documents** (in English or accompanied by an English translation):

- Application and Fellowship Programme Description Form.
- Curriculum Vitae's Sub-Specialised Consultants.  
(based on EBU template, maximum 3 A4 pages).
- Publication List related to the Sub-Specialty 2007-2009  
(based on EBU template; to be submitted separately from the CV's).

Submission of (copies) of the following documents is optional/upon availability; statistics need to be based on an adequate number of patients:

- Follow-up protocols 2007-2009.
- Follow-up protocols and results of failures or complications 2007-2009.

The Application Form and Fellowship Programme Description Form must be submitted online. Other required documents must be sent by postal mail.

**2. Submission deadlines**

- 1 March.
- 1 August.

**3. Procedure**

- An application that does not fulfil the application guidelines will not be considered.
- An application that satisfies the stated criteria is first evaluated by the members of the Urology Training Programmes Committee (UTPC).
- If the application meets the criteria, the UTPC will review the application at the next bi-annual committee meeting.
  - Applications received before 1 March to be reviewed at the committee meeting in May.
  - Applications received before 1 August to be reviewed at the committee meeting in October.
- Upon receipt of the approved application, the applicant will receive an invoice covering the application fee.

- When the application is assessed positively by the UTPC, the centre is evaluated by two committee members on their one-day site visit. This site visit is usually organised before the next committee meeting.
- When positively assessed during the site visit, the centre receives EBU certification for a period of five years.
- The applicant will receive a letter confirming the certification status. When applicable, the committee will give recommendations on further improvement.
- Finally the applicant will receive an invoice covering the (re)certification fee and the Certificate of Accreditation.
- The EBU office should be duly notified in case of substantial changes made in the Fellowship Programme during the certification period.

#### **4. Fees**

- Application : EUR 260.
- Certification : EUR 1.200.
- Recertification : EUR 800.