

INTERNAL RULES

Continuing Education, Training- Title as well as continuing training center commission

(unanimously approved at the SSN Board meeting of 09.02.2021)

Description of the commission

Continuing Education, Training- Title as well as continuing training center commission
 Weiterbildungs-, Fortbildungs- und Titel- sowie Weiterbildungsstättenkommission (WBSK)

Preamble

Each commission prepares internal rules, which must be submitted to the SSN Board for approval.
 Each Commission works under the *responsibility* of the SSN.

Aim / mission

- Representation of SGN/SSN in the SIWF. Responsible for SGN/SSN CME accreditation. Dossier evaluation for FMH title in Nephrology. Contact point for SGN/SSN members in case of educational and titular questions.
- evaluation of nephrology candidates' files
- The WBSK is responsible for the recognition / classification and the reclassification of the training centers

Definition of the interaction

Direct reporting to the SGN/SSN Board and the SGN/SSN general assembly. The commission is supported by the SGN/SSN main office secretary.

Structure of the commission

The commission consists of 1-2 members.
 At the moment, the commission has 2 members.

Current member list - see www.swissnephrology.ch

Election mode of the chair, vice-chair, members

Members are proposed by the SGN/SSN and elected at the SGN/SSN general assembly

Length of mandate of the chair, vice-chair, members

Members serve for 2 years and can be re-elected for additional 2-year mandates after the first term. The maximal duration in the commission is 6 years.

Internal vote modalities

There are no internal votes

Number of meetings per year & Minutes of meetings

There are no internal meetings, thus no minutes

Diffusion of information, communication and of publications by the commission

All publications and notifications are to be submitted to the SSN Board before publication
 Commission decisions and recommendations are open to all SSN members (website or mailings)

Mandatory yearly report to GA

The Commission submits a yearly annual report to the SSN General Assembly.
To be submitted to the SSN Office in written form by end of September.

Admission as Commission or dissolution

The General Assembly of the SSN decides about admission or dissolution of the Commission upon proposal by the SSN Board

Distribution of communications

All SSN communications are after consultation with the SSN president or secretary, exclusively sent via the Administration

Financial aspect

Every member of the commission has to declare his interests resulting from work in advisory boards of Pharmaceutical and Med-Tech Companies to the board of SSN.

Addendum of 23.02.2021: On 17 September 2020, the SIWF Board revised Art. 7 and 8 of the Continuing Education Regulations (WBO). According to this, all delegates of the specialist societies for the Title Commission and the Continuing Education Commission (TK and WBSK) must now be confirmed by the SIWF Board after taking office and annually thereafter.