

THE ESSR OUTREACH PROGRAM

1. Aim

The ESSR has become one of the primary MSK Radiology Societies across the globe for membership, educational activities and as provider of the well-renowned international MSK diploma.

- 1.1. The outreach program is directed to the countries in which the MSK discipline is not structured yet within a national radiology society in terms of specific educational paths or recognized professional subspecialty (from now on, these countries will be called “hosting countries”).
- 1.2. The aim of the outreach program is twofold: a) to provide education in the field of MSK radiology; b) to motivate people to join ESSR and become a member to benefit from the enhancement of its cultural and educational assets.
- 1.3. The outreach program is basically devoted to promote MSK education and professional competence across Europe, but if requested, may reach countries outside the European boundaries.

2. Outreach Program Architecture

- 2.1. The Outreach Program has a specific structure and should pursue progressive levels of education and involvement of the hosting country in the ESSR activities.

ONSITE VISITS

- 2.2. The Outreach aims to plan two educational courses in a three years period.
- 2.3. The theme of these courses will be conjointly by the ESSR and the local hosts based on their educational needs.
- 2.4. The two educational courses can be complementary on topics and should be relatively comprehensive and targeted to an audience with less than an advanced level of competence
- 2.5. These courses will be limited to delegates coming from the hosting country. Under specific circumstances, participants coming from adjacent countries to the hosting one could be accepted under decision of the local host and ESSR.
- 2.6. The registration fee will be low, up to a maximum of 100-200€ or local equivalent. Final decision will be taken by the ExCom and depend on the preliminary budget and the local economical situation.
- 2.7. It is recommended that each course should last two days.
- 2.8. The speakers team will consists of ESSR members (*note: local speakers can also participate if willing and have recognized skill as a teacher, and can make up of the 15% of speakers team*). Some preference should be given to speakers with local knowledge or specific language skills relevant to the hosting country.
- 2.9. As a rule, the speaker team will include:
 - 2.9.1. one committee/subcommittee officer (Chair/Vice chair), who has to take the responsibility of the courses (lead speaker) and the completion of the outreach program in that country. She/he will also have the task to act as a liaison with the local organizer and the ESSR
 - 2.9.2. two society members who do not hold an officer role in the society and have not been involved as speakers in the last and upcoming ESSR Congresses
 - 2.9.3. one young ESSR member
- 2.10. The program and course format will be decided between the ESSR and the local organizer.
- 2.11. The course evaluation and CME accreditation will be planned by the ESSR office.
- 2.12. The course language will be English. Depending on the location of the venue and the composition of the faculty, the program can be held in local languages as well.

- 2.13. ESSR will cover the travel costs for the speakers if the involved country is European. If extra-european, the travel costs will be covered by the country which hosts the program unless otherwise agreed by the ESSR ExCom.
- 2.14. The budget for the outreach program will be included in the treasurer's annual budget presented to and agreed by the ExCom and the general assembly. ESSR will typically support two programs organized each year with a maximum expense of € 10.000 per program. The grant will be used to cover the ESSR speakers' travel expenses (ie. economy class airfare, travel to and from airport, airport parking, visa applications, etc.) and costs for hotel accommodation (up to 3 nights). The sum can also cover some setup, however a prebudget should be sent to ExCom for approval if setup funding is needed. Speakers should submit an expense claim together with the original receipts to the ESSR office within two months of the end of the outreach program. If there is an office arranging all speakers travel, a general invoice can be sent to ESSR office with the detail required within it. Payment can be made in two parts: 50% to cover initial booking expenses and the rest of the amount after sending the definitive invoice expenses.
- 2.15. After the end of the course, the lead speaker (see point 2.8.1) will submit a report to the ESSR office which will then be published in the ESSR newsletter and on the ESSR website.

DIPLOMA AND ESSR ACTIVITIES

- 2.16. During onsite visits and following promotional mailing from the ESSR Office, the participants of the educational courses will be encouraged to:
 - 2.16.1. To become ESSR members
 - 2.16.2. To apply for the ESSR Diploma to get certification which may attest their competence in the field of MSK Radiology in their country.
 - 2.16.3. Young members of the country hosting an outreach program should be encouraged to become active in the ESSR young club and in the AVATAR initiative.
- 2.17. For those countries hosting an outreach program with an existing National Radiology Society, the ESSR will formally ask that Society to recognize and endorse the ESSR diploma as valuable certification of professional competence in its country. This could help the transition towards developing specific local MSK educational pathways and the creation of a recognized MSK subspeciality.
- 2.18. Following completion of the items at point 2.16.1 and 2.16.2, at least one representative of the hosting country will be invited to coordinate with her/his colleagues through the intersociety committee and the different committees and subcommittees of the ESSR to increase participation in ESSR activities

3. Criteria to Apply to an Outreach Program

- 3.1. ESSR members or, if there are none leading individuals from countries that satisfy the eligibility criteria should be approached by ESSR to inform and promote the program and to encourage application. After initial round of contacts by ESSR, applications to host an outreach program will be collated by the ESSR Office for consideration by the responsible Executive, usually the President Elect.
- 3.2. Applications should be sent to the ESSR office the latest at 1st February or 1st of May to be evaluated and approved during the ExCom meeting during March or at the annual meeting. Each proposal should include some info on the location, congress and lodging facilities, travel notes and some budgetary aspect (incl. approx. number of participants, venue costs, accommodation costs).
- 3.3. All decisions about the ESSR outreach program are under the authority of the ExCom. The current vice president and the president elect serve as the chairperson and co-chairperson of the program
- 3.4. The application of the hosting country requires approval of the local Radiology Society, if one exist, as a prerequisite to ensure full promotion of the program across the radiological

community. Involvement of the national Radiology Society can also better guarantee the continuity of the outreach initiatives and create a more solid intersocietal cooperation.

As per April 2022, ExCom: