

EWMA Endorsement of Educational Activities

EWMA wishes to identify high standard educational courses and programmes within wound healing and management across Europe. The objective is to make EWMA the main source of information on education within these areas. Therefore, EWMA encourages all suppliers of wound management education to submit their educational activities for potential endorsement. The courses currently endorsed by EWMA are listed at www.ewma.org.

Activities eligible for endorsement

In order to achieve EWMA accreditation, an activity must feature a substantial amount of content defined in one or more EWMA modules and meet all the conditions defined.

Programme:

The course provider will be responsible for the programme as well for ensuring the quality of the training and the certification awarded upon completion. The course provider will determine the level of the course, which may vary depending on the target audience and the specific skills being taught.

Module or short course:

A module or short course may be delivered in a variety of formats (the most common being a series of study days or blocks over a specified period of time) and by a variety of providers (hospitals, wound organisations, commercial sector).

It must be described in the application how the learning objective will be achieved within the time frame allocated for a module or short course.

E-learning course/material:

An e-learning course or training material may be developed and delivered by various providers.

Benefits and obligations

- The course will be added to the list of endorsed courses on ewma.org, thereby making the institution requesting endorsement more visible.
 - The course provider that achieves the endorsement is requested to use a special “Course endorsed by EWMA” logo in their information material and marketing of the endorsed course(s) as well as in the delegate/student course certificates. The course provider can request EWMA to provide the certificates*
 - The use of a peer review process demonstrates educational excellence.
 - Improved marketing of specialist wound healing courses to potential students.
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Administrative fees

- An administrative fee will be applied to cover the endorsement process. The fee for industry course providers is EUR 2,400, in addition to any travel and accommodation expenses incurred by the designated EWMA representative during the endorsement process in case of unannounced audit.

Prior to the commencement of the review process, industry participants are required to pay a deposit amounting to half of the total fee (EUR 1,200). This deposit entitles them to up to two (2) reviews by a qualified EWMA reviewer. If the course cannot be approved after the two (2) reviews, the process must be repeated, and EWMA will retain the EUR 1,200 as an administrative fee.

- For e-learning courses/materials provided by industry, a standard fee covering the basic endorsement of the course concept including up to 3 elements (e.g. modules or webinars) will be charged at EUR 2,400 for an industry course. Endorsement of additional material will be charged at a standard price of EUR 1,200 per module/webinar. For EWMA Sponsors with more comprehensive programmes, alternative models may be discussed. The fee for re-endorsement of e-learning modules is 700 EUR per module.

Prior to the commencement of the review process of e-learning courses, industry participants are required to pay a deposit amounting to half of the total fee (EUR 1,200). This deposit entitles them to up to two (2) reviews by a qualified EWMA reviewer. If the e-learning course cannot be approved after the two (2) reviews, the process must be repeated, and EWMA will retain the EUR 1,200 as an administrative fee.

- After three years, you can apply for the re-endorsement of the course. The fee for the industry is EUR 1,200.

Approval process to obtain endorsement

1. Download the application form from www.ewma.org. The form includes guidance for completion, but please do contact the EWMA Secretariat if further information is needed. The completed form and documentation should be returned to ewma@ewma.org.
2. The EWMA Education Committee will coordinate the endorsement process and provide support and guidance for the applicant if necessary.
3. When endorsing e-learning courses/material publicly available on the internet, EWMA will pay particular attention to guaranteeing that only content actually revised by EWMA appears publicly as endorsed by EWMA. Specifically, regarding endorsement of e-learning courses/material, the EWMA Secretariat will assist the Education Committee, providing advice and guidance on issues relating to the appearance of the EWMA logo in public.
4. The endorsement "Approval in Principle" will be granted prior to programme/course commencement. In order to achieve "Approval in Principle" all of the following conditions must be satisfied:
 - a) There must be a suitable teaching venue i.e. educational institution, hospital or clinic (N/A for e-learning courses/material).
 - b) There must be adequate learning resources i.e. audio-visual aids, course materials.
 - c) The delivery pattern must be suited to the target audience i.e. day release, study blocks, e-learning.
 - d) A course leader who is responsible for overall management and organisation must be appointed.
 - e) Presenters must have appropriate expertise in delivering content pertinent to their specialist area.
 - f) Educational content must present a balanced overview of all aspects of treatment modalities.
 - g) Educational content and materials must be product/brand neutral.
 - h) Educational content must be separated from any promotional activity.
 - i) Participant assessment, if appropriate, must reflect the expected outcome of the course.
 - j) A register of attendance must be maintained.
5. The endorsement "Approval in Principle" may be granted on the condition that specific clarifications/adjustments are made to the course endorsement application. The "Approval in Principle"

endorsement is only valid the first time a course is offered whereupon it must be replaced by a "Full Approval" endorsement. Documentation of compliance with the adjustments requested by EWMA is necessary to achieve the "Full Approval" endorsement.

6. Upon completion of the first roll out of a newly endorsed educational activity, the course leader must supply copies of participant evaluation sheets, together with the attendance register to the EWMA Secretariat. Upon successful assessment of this material, the course will be granted "Full Approval".
7. The "Full Approval" endorsement is valid for three years whereupon re-endorsement can be requested at an additional fee.
8. Upon request by the institution delivering the course, certificates of attendance will be issued by EWMA to all course participants.

Guidelines for use of "endorsed by EWMA" logo

- The logo "Endorsed by EWMA" may only be used by an institution that has applied for and been granted at least "Approval in Principle" for one or more wound management courses.
- The logo "Endorsed by EWMA" may only be used when referring to the specific course that has been evaluated and approved for endorsement. It is not allowed to link this with the name of the school/institution providing the course.
- The logo "Endorsed by EWMA" may only be used for announcing and marketing of the specific course(s) which received the above approval. For more information, please contact ewma@ewma.org.