

## STANDARDS FOR

### EAACI ADVANCED RESEARCH CENTER (E\_ARC)

EAACI aims to improve quality of health care, research and education in the area of allergy and clinical immunology. Targeting this aim, as one of its activities, EAACI aims to organise "EAACI Quality Centers". These centers are categorized under the terms of "Centre of Excellence" (ECE), EAACI Advanced Research Center; and EAACI Certified Clinical (plus Research ) in certain fields of Allergy and Immunology. The primary aim is to increase the quality standards of patient care, research and education and collaborations of the centres in the field of Allergy and Immunology in Europe.

Benefits and priorities of **EAACI ADVANCE RESEARCH CENTER (E\_ARC)**

1. Priority in mentorship program
2. Priority in EAACI fellowship programs
3. Priority in task force applications
4. 2 free registrations for an annual congress or focus meeting
5. Travel grants

This instruction provides information about the process AND for application for EAACI Advanced Research Center.

Two different types of standards are being asked:

**Essential (Basic) standards:** All programs ask for the existence of specific standards. The centers should fulfill all essential standards (Please see specific standards in related documents).

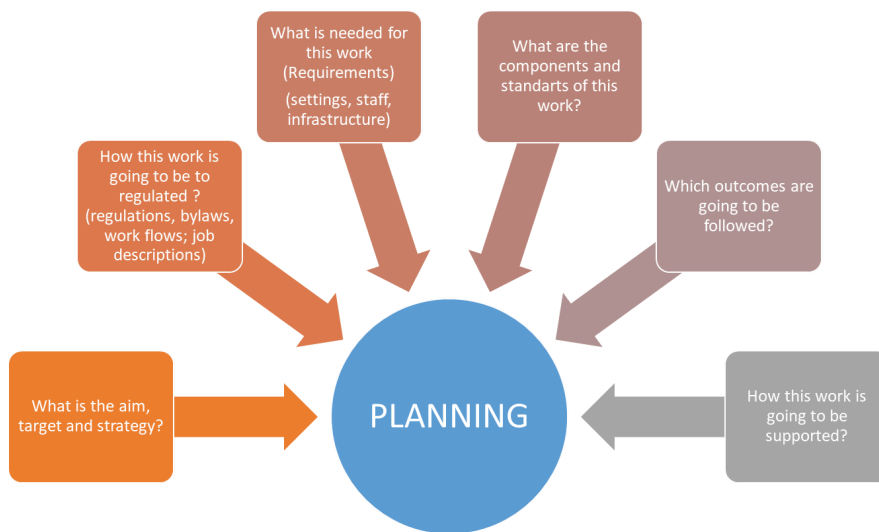
The rationale behind essential standards is to certify the centers who provide standardized approaches in the questioned area.

**Area for Improvement:** Standards include both basic standards but also those related to areas of improvement. These standards (area for improvement) are not necessarily covered in the first application, but if the centers agree to apply for recertification after 5 years later, then, they should fulfill both basic requirements and areas for improvement.

The rationale behind "Area for improvement" is to increase the extent of the activities as well as collaboration /network of the center and by doing this is to improve the quality of care in the questioned category throughout Europe.

EAACI guarantees that all processes related to Quality Centers will be managed under quality standards by covering planning, doing, checking and revising parts.

## QUALITY STANDARDS 1: PLANNING



### 1.1. AIM AND STRATEGY

1. The center should have a strategy on research education and basic or clinical/translational research in the field of allergy and Immunology.

#### EVIDENCES

1. A statement of the center about their aim
2. Strategic plan of the center and/or description of patient care, education and basic or clinical/translational research

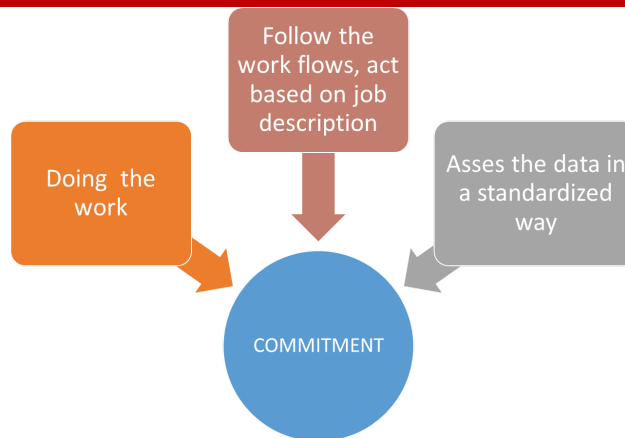
### 1.2 REGULATION

1. The center should have relevant instructions, Standard Operating Procedures (SOP) and definition of works, workflows and organizational charts related to general procedures (ie, research; education, laboratory work up etc)
2. Job descriptions should be available for staff working/positions within the center.
3. Staff must adhere to established quality standards, such as protocols, standard operating procedures (SOPs), and workflows, in alignment with the center's guidelines and practice parameters. They should contribute to the development and periodic review of these standards to ensure optimal patient care.

#### EVIDENCES

1. Relevant instructions, SOP
2. Organizational Chart (Organigram)
3. Code of conduct/Ethics policy
4. A statement about guidelines/SOPs existing and list of those related to biosafety, workplace safety, general laboratory procedures and data management
5. Works and Work flows
6. Job descriptions of the staff working in the center as well as position types (PhD students, etc...)

## QUALITY STANDARDS 2: DOING and REQUIREMENTS



### 1. STANDARDS

#### 1.1 EAACI Involvement

At least two of the physicians/staff should be current EAACI members **AND fulfilling at least 2 of the following criteria:**

- 1) Participation in EAACI guidelines and position papers within the last five years.
- 2) Active involvement in EAACI ExCom, Committees, Interest Groups (IGs), Working Groups (WGs), or Sections.
- 3) Organization of EAACI-endorsed scientific events, workshops, or training programs.
- 4) Hosting of EAACI mentorship programs for early-career researchers and fellows.
- 5) Recognition through EAACI or other scientific awards.
- 6) Existence of junior members (JMs).

#### EVIDENCES

1. List of the team members with their EAACI membership numbers and roles within the center.
2. Documentation of EAACI involvement, such as:
  - a. Copies or references to guidelines and position papers contributed by the center's members.
  - b. Proof of participation in EAACI ExCom, Committees, IGs, WGs, or Sections (e.g., meeting minutes, membership confirmations).
  - c. Evidence of organized EAACI-endorsed scientific events, workshops, or training programs (e.g., event programs, flyers, or official EAACI recognition).
  - d. Confirmation of mentorship program hosting (e.g., mentor-mentee assignments, program descriptions).
  - e. List of awards provided by EAACI received by the center's researchers.
  - f. Documentation of junior members (JMs)

#### AREA OF IMPROVEMENT

1. Staff should be encouraged to participate in EAACI committees, working groups, guideline development, and mentorship programs.
2. Increased number of the staff being EAACI members OR JMs.

## 1.2. Research

1. The centers should be equipped with well-established and/or state-of-the-art technologies and equipment for its research activities.
2. The center should have technical staff responsible for the equipment and for training new scientists/members.
3. The center should have a research laboratory.
4. The center may have established collaborations with other facilities for the methods not available in the center.

### Requirements for a High Research Performance

1. At least one member of the unit should have a H-index  $\geq 30$  (Web of Science)
2. Having at least 10 research articles published in peer reviewed journals in the last 5 years.
3. Having a budget for research exceeding 200.000 € (grants from university, national institutes, european foundations etc) in the last 5 years.

### AND fulfilling at least 2 of the following criteria:

1. Currently having at least 2 active research projects funded by national or international grants, excluding regional or private foundations.
2. Having a patent in the last 10 years.
3. Presenting at least 10 abstracts in allergy and immunology congresses in the last 5 years: 5 of them in national congresses and 5 in EAACI or other international congresses
4. Offering or being affiliated with MsD or PhD programs in allergy and immunology or associated fields.
5. Having a multidisciplinary facility, with faculty members from allergy & immunology and at least two other relevant areas which could include, but are not limited to, biologists, biochemists, bioinformaticians, biotechnology, pharmacy, immunology, pulmonology, dermatology, ENT, pediatrics, or clinical nutrition, ensuring a collaborative environment that facilitates comprehensive research, and education across disciplines or PhD programs.

### EVIDENCES

1. List of staff members with specializations, their degrees and academic qualifications
2. List of the equipment/technologies available in the research center
3. List of technical staff and responsibilities
4. Organizational chart of the research team, indicating roles and responsibilities in ongoing research projects.
5. Pictures of the equipments, rooms, laboratories
6. List of collaboration facilities
7. Documentation of participation in clinical trials and registries, including study titles and reference numbers .
8. List of the active projects of the center and type of funding
9. List of the peer-reviewed published articles on allergy/immunology of the last 5 years, providing links to abstract/full text manuscripts.
10. List of the abstracts presented in congresses (national and international) of the last 5 years
11. List of international research collaborations, joint projects with other institutions or centers, and any specific agreements (e.g., Memorandums of Understanding) that show active participation in international networks or consortia.
12. Grant and funding records demonstrating at least 50,000 Euros in research funding secured over the last five years.
13. List of patents
14. List of PhD students and technical staff actively engaged in allergy-related research.
15. List of the multidisciplinary staff with confirmation of their role in the center

#### **AREA FOR IMPROVEMENT**

1. The centers are encouraged to increase the access to new equipment/technologies in the area.
2. The centers are encouraged to be involved in multicentric studies.
3. The centers are encouraged to apply for collaborative networks.
4. The centers are encouraged to apply for European/international grants.
5. *Ensuring research outputs are more freely available under Open Access policies.*
6. The center should offer or be affiliated with MsD or PhD programs in allergy and immunology or related fields (if doesn't exist).

### **1.3. Education and Staff/Faculty Development**

1. The center should have designated spaces for teaching and training, including lecture halls, and seminar rooms.
2. The center should have access to a medical library with up-to-date literature or online journal subscriptions, and educational materials on allergy and immunology.
3. There should be a dedicated space for hosting workshops, clinical rounds, and EAACI-endorsed training programs.
4. Continuous education in allergy and immunology should be actively promoted through courses, workshops, and conferences.
5. There should be regular training sessions\* (ie: weekly seminar, journal clubs...) on allergy immunology in the center.
6. Clear pathways for academic and clinical promotion should be established within the center.
7. The center should facilitate staff engagement in international collaborations and scientific networks.

#### **EVIDENCES**

1. List of designated educational spaces (lecture halls, seminar rooms, simulation labs).
2. Pictures of educational spaces and training facilities.
3. Documentation of access to a medical library or online learning resources.
4. List and descriptions of available training programs, courses, and workshops.
5. Records of staff participation in educational activities.
6. Template of evaluation forms used for staff assessments.
7. List of mentorship programs and assigned mentors/mentees.
8. List of staff involved in EAACI committees, working groups, and guideline development.
9. Documentation of staff participation in EAACI events, international collaborations, or scientific networks.
10. List of available training sessions related to research methodologies.
11. Records of staff participation in MsD or PhD training programs.

#### **AREA FOR IMPROVEMENT**

1. The center should have formalized staff development programs that include clinical, research, and academic training to ensure professional growth.
2. *Each staff member should have this program at the beginning of his/her position/service in the center.*
3. *The staff working in the patient care should have training on Communication Skills.*
4. *Members in training should be encouraged to join the courses related to allergy&immunology topics or new technologies: course certificates earned in the last 2 years.*
5. *All faculty members are encouraged to have CME credits provided for both EAACI events and activities.*
6. All faculty and staff should undergo an annual evaluation by their direct superior to assess personal progress, goal achievement, and define future career and research objectives.

7. The center should provide mentorship programs for junior staff, including structured career development plans.

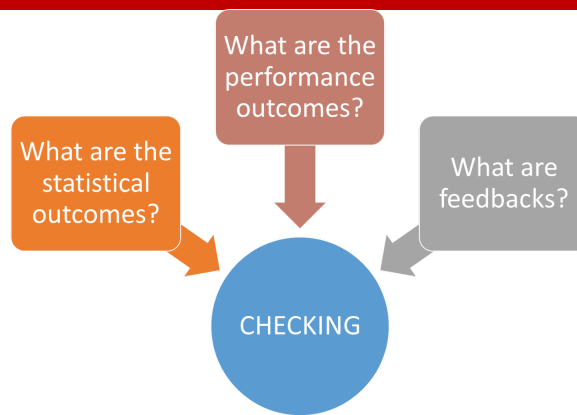
#### 1.4. Archiving and data protection

1. There should be an electronic or physical data storage system of the center.
2. Data about the patients should be kept under the regulation of individual data protection.

#### EVIDENCES

- Documentation about data storage system
- Documentation of the documents on confidentiality of the data

### QUALITY STANDARDS 3: REVIEWING



#### 3.1. EVALUATION OF THE CENTER

1. The center should have determined the assessment tools to follow up the performance of the center on research outcomes and educational/development activities.
2. The center should get all the relevant data for assessment of these predetermined outcomes

#### EVIDENCES

1. Document of the strategy of the center on assessing methodology of the performance and outcomes of the center.
2. Document of the follow up criteria for evaluation of the outcomes of the center.
3. Reports on these outcomes (the last year)

#### AREA OF IMPROVEMENT

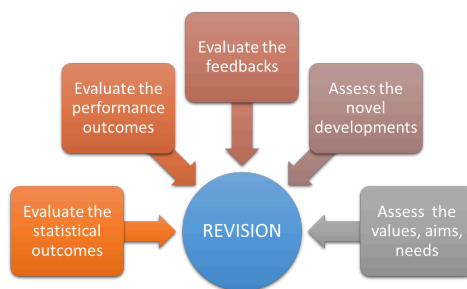
1. Patient feedback as well as satisfaction should be considered.
2. Feedback of the working staff
3. The center should define strategic performance criteria in addition to descriptive analysis (ie: increase the number of asthma patients, increase number of the patients with desensitization )
4. The outcomes should minimally include the items below\*

#### \*Research performance

Projects	Publications, congress presentations
<ul style="list-style-type: none"> <li>• Number of project applications per year</li> <li>• Number of obtained projects per year</li> <li>• Active Research Grants</li> <li>• Research Funding Success Rate</li> </ul>	<ul style="list-style-type: none"> <li>• Number of original articles per year published in peer reviewed journals</li> <li>• Impact Factor of Journals that original articles were published</li> </ul>

<ul style="list-style-type: none"> <li>• International Collaborations</li> <li>• Characteristics of the projects (individual/multicentric, funding source and official code, basic/clinical research) (n; %)</li> <li>• Projects in which the center is participating as collaborator (characteristics of the project as above, PI, type of collaboration)</li> <li>• Patents or Innovations</li> <li>• Research Awards</li> <li>• Ethical Compliance</li> </ul>	<ul style="list-style-type: none"> <li>• Citation Counts for the published articles</li> <li>• Number of reviews and other publications (not originals) per year</li> <li>• Number of book/book chapters per year</li> <li>• Number of abstracts per year, with type of presentation and type of congress attended</li> </ul>	
<b>*Education</b>		
<b>Training, lectures and courses</b>	<b>Master and PhD thesis</b>	<b>Students</b>
<ul style="list-style-type: none"> <li>• Number of lectures per year (Bachelor and Master's level)</li> <li>• Number of courses organized per year and students enrolled</li> <li>• Number of other lectures provided (not including Bachelor and Master's courses)</li> <li>• Number of conference talks</li> <li>• Certification Achievement: number of attendance for certified programmes related to the subject</li> <li>• Research Involvement in Training Programs</li> <li>• Number of attendance to mentorship Program</li> </ul>	<ul style="list-style-type: none"> <li>• Number of master thesis per year</li> <li>• Number of PhD thesis per year</li> </ul>	<ul style="list-style-type: none"> <li>• Number of students per year (Bachelor and Master's level)</li> <li>• Number of students graduated per year (Bachelor and Master's level)</li> <li>• Number of students started to the program per year (Bachelor and Master's level)</li> <li>• Postgraduate Satisfaction Surveys</li> <li>• Job Placement Rates</li> </ul>

## QUALITY STANDARDS 4: REVISION OF THE PROGRAM



### 4.1 REVISION OF THE PROGRAM

1. The center should review all the outcomes and follow up criteria related to the activity of the center.
2. These outcomes should be evaluated in regular time intervals (at least annually) by the center.
3. Relevant reports should include descriptive and performance analysis of the center.

#### EVIDENCES

1. The monthly or annual reports on follow up criteria of the last year
2. The documents on how the center evaluates these outputs.
3. Meeting reports on decision about their evaluation of the center.

**AREA OF IMPROVEMENT**

1. *Action plan based on evaluation of the all outputs.*