*ALLERGY AND CLINICAL IMMUNOLOGY*

# Standards for EAACI Centre of Excellence

*EAACI Quality Centres*

Requirements for EAACI involvement, patient care, research and education in allergy and immunology. Each standard specifies the report to be provided and the supporting evidence required for assessment. For each standard, enter an explanation in English in the corresponding Report box in the online application system, using a maximum of 400 words per standard. We recommend preparing the explanations and supporting evidence in advance, in accordance with these standards, to facilitate completion of the online submission.

**4 domains / 59 standards**

## 01 EAACI involvement

Membership and contribution to EAACI activities

## 02 Patient care

Planning, clinical practice, evaluation and improvement

## 03 Research

Organisation, scientific activity and research performance

## 04 Education

Training programmes, resources and quality improvement

# 01 EAACI standards

## Involvement in EAACI activities

### ES-1.1 EAACI membership

**Standard:** At least 2 members from the centre should be EAACI member

**Report box:** Brief explanation

**Evidence required:** List of the members with EAACI numbers

**Submission:** Upload: Single document. Evidence language: English.

**AND at least two of the below should be provided**

### ES-2.1 EAACI guidelines and position papers

**Standard:** Contribution to EAACI guidelines or position papers in the past 5 years

**Report box:** Brief explanation on how faculty members contribute to the position papers/guidelines, list of papers

**Evidence required:** PubMed list including DOIs, and a copy of the first page of each article

**Submission:** Upload: Single document. Evidence language: English.

**Additional note:** highlight name of contributing author/s of the centre

### ES-2.2 Participation in EAACI bodies

**Standard:** Involvement in EAACI ExCom, Committees, Interest Groups, Working Groups or Sections (at least one member involved in the last 10 years)

**Report box:** Brief explanation on how faculty members contribute EAACI bodies

**Evidence required:** List of the members in the centre participated in EAACI committees, sections, interest groups, working groups, excom and in other groups with dates

**Submission:** Upload: Single document. Evidence language: English.

### ES-2.3 Scientific events and training

**Standard:** Involvement in the organization of EAACI or EAACI-endorsed scientific events, workshops or training programs in the past 10 years

**Report box:** Brief explanation on how faculty members contribute EAACI organizations

**Evidence required:** PDF of the event program of EAACI event OR flyer of EAACI event OR proof of EAACI recognition of local event

**Submission:** Upload: Single document. Evidence language: English or Local language.

### ES-2.4 Mentorship and fellow hosting

**Standard:** Hosting in EAACI mentorship programs for early-career researchers and fellows

**Report box:** Brief explanation

**Evidence required:** Confirmation of EAACI mentorship participation and/or EAACI fellow hosting (e.g. email)

**Submission:** Upload: Single document. Evidence language: English.

### ES-2.5 EAACI scientific awards

**Standard:** Recognition through EAACI scientific awards

**Report box:** Brief explanation

**Evidence required:** List of awards provided by EAACI with relevant certificates

**Submission:** Upload: Single document. Evidence language: English.

### ES-2.6 Junior Members

**Standard:** Presence of EAACI Junior Members (JMs) in the team

**Report box:** Brief explanation on JMs in the centre with the list of the current JMs

**Evidence required:** Proof of junior memberships (include date of birth)

**Submission:** Upload: Single document. Evidence language: English.

# 02 Patient care standards

## Quality Standard 1 Organization/Planning

## 1. Governance

### PC-1.1 Mission and objectives

**Standard:** The centre has a document including the mission, vision, aim and objectives statement for patient care in allergy & immunology.

**Report box:** Explanation of the mission, vision, aim and objectives of the centre on allergy&immunology area

**Evidence required:** Official mission/vision/aim document or departmental plan. Please indicate only relevant pages

**Submission:** Upload: Single document. Evidence language: English or local language.

**Additional note:** If you use a departmental plan, please upload the relevant pages only. The plan must be no older than 5 years. If the plan is in local language, please provide an English summary. A general document on institutional targets (apart from allergy&immunology centre) are not questioned.

### PC-1.2 Algorithms and standard operating procedures

**Standard:** Written diagnostic and management algorithms and SOPs exist for allergic and immunological diseases

**Report box:** Brief explanation on diagnostic and management algorithms and SOPs with list of the all SOPs and algorithms used in the clinic. (List should include version publication date, last review date and reference)

**Evidence required:** At least 5 examples of relevant SOPs (pulmonary function tests (PFTs), skin prick tests, reversibility testing, drug provocation tests, drug challenge, drug desensitization, food challenge etc) and at least 5 examples of diagnostic and management algorithms used in the clinic.

**Submission:** Upload: Single document. Evidence language: English or local language.

**Additional note:** Protocols need to include version, publication date, last review date and reference.

### PC-1.3 Predetermined outcome indicators

**Standard:** The centre has predetermined quality/outcome indicators for patient care.

**Report box:** Brief explanation about which outcome indicators are used for monitoring the allergy &immunology work and the frequency of collecting this information/data. Please explain both qualitative and quantitative outcome indicators.

**Evidence required:** List of qualitative and quantitative outcome indicators with definitions and targets and timing for collecting the information/data

**Submission:** Upload: Single document. Evidence language: English.

### PC-1.4 Feedback system

**Standard:** The centre has a feedback system for patients, staff and other relevant partners for patient care.

**Report box:** Brief explanation on feedback system.

**Evidence required:** Blank copy of feedback forms for each groups (patients, staff, others if available)

**Submission:** Upload: Single document. Evidence language: English or local language.

**Additional note:** If the documents are provided in local language, please include a summary page in the uploaded file

## 2. Staff

### PC-2.1 Multidisciplinary team

**Standard:** Patient care is provided by a multidisciplinary team which includes faculty from allergy & immunology and at least two other relevant specialties (e.g. immunology, pulmonology, dermatology, ENT, paediatrics, clinical nutrition).

**Report box:** Please briefly explain the multidisciplinary organization with rationale. NOTE: If the team has members from other centre/institution this should be reflected and the relationship explained.

**Evidence required:** List of all team members with specialty, role, and job description

**Submission:** Upload: Single document. Evidence language: English.

### PC-2.2 Nursing support

**Standard:** The centre has nurses, technicians and staff required for patient care.

**Report box:** Brief explanation on nurse and staff supply of the centre by specifically mentioning their roles.

**Evidence required:** List of nurses, technicians provided by departmental/centre administration

**Submission:** Upload: Single document.

## 3. Infrastructure & Facilities

### PC-3.1 Outpatient facilities

**Standard:** The centre has dedicated outpatient facilities for the diagnosis, treatment, and long-term management of allergic and immunological disease.

**Report box:** Please explain the outpatient facilities in detail.

**Evidence required:** photos + floor plan

**Submission:** Upload: Single document. Evidence language: English.

### PC-3.2 Rooms and equipment

**Standard:** The centre offers the diagnostic tests and therapeutic approaches needed to manage allergic and immunological diseases.

**Report box:** Please explain all existing diagnostic procedures (minimum requirements: skin prick testing, intradermal testing, patch testing, spirometry, sIgE and tryptase measurement, drug and food challenges ) and therapeutic approaches (minimum requirements: infusion/immunotherapy unit(s) for allergen-specific immunotherapy, biologics, IV immune globulin administration, drug desensitisation) Please also explain if there are other diagnostic and/or therapeutic approaches in the centre.

**Evidence required:** Document with descriptions and photos from the test rooms and therapeutic units

**Submission:** Upload: Single document. Evidence language: English.

### PC-3.3 Anaphylaxis and emergency care

**Standard:** The centre has a infrastructure to handle anaphylaxis (access to emergency medication, resuscitation equipment and ICU ).

**Report box:** Explanation on emergency care in the centre

**Evidence required:** Description of facilities and photos

**Submission:** Upload: Single document.

### PC-3.4 Electronic medical records

**Standard:** The centre uses an electronic medical record (EMR) system.

**Report box:** Brief explanation on EMR system

**Evidence required:** Screenshot or description of EMR system

**Submission:** Upload: Single document. Evidence language: English.

### PC-3.5 Data protection

**Standard:** Patient data are stored following data protection regulation.

**Report box:** Please explain data protection system

**Evidence required:** Proof on the data protection system

**Submission:** Upload: Single document. Evidence language: English.

## Quality Standard 2 Implementation Of The Organisation

## 4. Clinical Work

### PC-4.1 Routine clinical practice

**Standard:** The centre regularly performs routine clinical work, diagnostic tests and treatments.

**Report box:** Brief explanation on centre's ongoing routine clinical program

**Evidence required:** Report of the number of new and follow-up patients, diagnostic procedures and treatments per year for the past 2 years

**Submission:** Upload: Single document. Evidence language: English or local language.

### PC-4.2 Adherence to algorithms and procedures

**Standard:** Diagnostic and management algorithms and SOPs are followed in the clinical work.

**Report box:** Brief explanation how the centre implements SOPs (compliance to SOPs) and algorithms, in routine clinical work

**Evidence required:** At least 5 examples of compliance report on protocol adherence

**Submission:** Upload: Single document. Evidence language: English or local language.

## 5. Patient Centered Approach

### PC-5.1 Patient education

**Standard:** The centre provides educational support (printed documents, courses, seminars, lectures) for the patients.

**Report box:** Brief explanation on how centre provides educational documentation for the patients with full list of materials

**Evidence required:** At least 3 examples from leaflets/brochures available for patients, schedule of meetings, courses, lectures of the past 1 years

**Submission:** Upload: Single document. Evidence language: English or local language.

### PC-5.2 Information and informed consent

**Standard:** The patients are informed about the procedures and treatment and give informed consent.

**Report box:** Brief explanation on how centre organizes informed consents with list of informed consents available

**Evidence required:** Examples of informed consent (2 examples from diagnostic procedures, 2 examples from therapeutic procedures)

**Submission:** Upload: Single document. Evidence language: English or local language.

**Additional note:** Provide a blank template. If using a signed IC the patient name and other details should be hidden

## 6. Public impact

### PC-6.1 Public communication

**Standard:** The centre is committed to communicating information on allergy and immunology to the general public.

**Report box:** Brief explanation on objectives and strategy of the centre on activities to inform population and patients

**Evidence required:** Examples of some public posts in social media, tv, podcasts etc

**Submission:** Upload: Single document. Evidence language: English or local language.

## Quality Standard 3 Evaluation

## 7. Continuous Quality Evaluation

### PC-7.1 Review of outcomes and feedback

**Standard:** The centre reviews the quality/outcome indicators and patient feedback (PC-1.3 and 1.4)

**Report box:** Brief explanation on the results of the outcome indicators and feedback on patient care, provide also additional information if the centre is already on another quality assessment by internal or external parties.

**Evidence required:** Reports on assessment of the outcome indicators and feedback (examples of the last 2 years) and feedback Reports of internal/external quality assessment (if available)

**Submission:** Upload: Single document. Evidence language: English or local language.

## Quality Standard 4 Revision/Improvement

## 8. Continuous Quality Improvement

### PC-8.1 Implementation of improvements

**Standard:** The centre implements improvements in patient care based on quality/outcome indicators and patient feedback.

**Report box:** Brief explanation on how centre evaluates these outcomes are used for these evaluation and what other factors (e.g. advances in the area) are used for these evaluation and how the centre implements their program for the next term.

**Evidence required:** Report/examples of latest implemented improvements (examples of the last 2 years)

**Submission:** Upload: Single document. Evidence language: English or local language.

# 03 Research standards

## Quality Standard 1 Organization/Planning

## 1. Governance

### RS-1.1 Research mission and strategy

**Standard:** The centre has a documented mission/vision/aim, objectives, and strategy for research in allergy & immunology.

**Report box:** Please explain the mission, vision, aim and objectives of your department for research on allergy&immunology

**Evidence required:** Departmental statement or relevant pages of departmental plan

**Submission:** Upload: Single document. Evidence language: English or local language.

**Additional note:** If you use a departmental plan, please upload the relevant pages only. The plan must be no older than 5 years. If the plan is in local language, please provide an English summary.

### RS-1.2 Research organisation and procedures

**Standard:** An organigram of the research department/unit and SOPs are available.

**Report box:** Brief explanation about the research organization in the centre and full list of the SOPs used for the research

**Evidence required:** Organigram and examples of SOPs ( PDFs/photos of relevant protocol pages each with publication date )

**Submission:** Upload: Single document. Evidence language: English or local language.

**Additional note:** Protocols need to include version, publication date, last review date.

### RS-1.3 Research outcome indicators

**Standard:** The centre has predetermined quality/outcome indicators for research

**Report box:** Brief explanation about which outcome indicators are used for monitoring the research work and the frequency of collecting this information/data. Please explain both qualitative and quantitative outcome indicators.

**Evidence required:** List of qualitative and quantitative outcome indicators with definitions and targets and timing for collecting the information/data

**Submission:** Upload: Single document. Evidence language: English.

### RS-1.4 Research feedback

**Standard:** The centre gets feedback from academic and technical staff for research purposes

**Report box:** Brief explanation about feedback system for research

**Evidence required:** Blank copy of feedback forms

**Submission:** Upload: Single document. Evidence language: English or local language.

## 2. Staff

### RS-2.1 Research staff

**Standard:** The centre has academic (including at least one with PhD degree) and technical staff that is responsible for research activity.

**Report box:** Brief explanation with description of the roles of the staff

**Evidence required:** List of academic and technical staff engaged in research

**Submission:** Upload: Single document. Evidence language: English.

## 3. Infrastructure & Facilities

### RS-3.1 Research laboratory

**Standard:** The centre has a research laboratory, OR a documented partnership/access agreement with an external research laboratory

**Report box:** Brief explanation about the research lab, history, advances

**Evidence required:** Departmental document about existence of research laboratories, list of laboratory equipment, photos from the lab.

**Submission:** Upload: Single document. Evidence language: English or local language.

### RS-3.2 Access to collaborative facilities

**Standard:** The centre has collaboration with other centres for access to facilities/services not available in the own centre

**Report box:** Brief explanation on this collaboration

**Evidence required:** List of collaborations and accessible facilities, with supporting evidence including photos

**Submission:** Upload: Single document. Evidence language: English.

### RS-3.3 Research data protection

**Standard:** Research data are digitally stored according to data protection regulation

**Report box:** Brief explanation on storing the research data

**Evidence required:** Documentation of the storing system and data protection system

**Submission:** Upload: Single document. Evidence language: English.

## Quality Standard 2 Implementation Of The Organisation

## 4. Scientific Activity

### RS-4.1 Active research projects

**Standard:** The centre has active research projects

**Report box:** Brief explanation of ongoing research projects

**Evidence required:** Describe research lines and number of on-going projects with brief description (list with more details is provided in 5.3.3)

**Submission:** Upload: Single document. Evidence language: English.

### RS-4.2 Adherence to research procedures

**Standard:** Protocols, SOPs, are followed in the research work

**Report box:** Brief explanation about compliance to SOPs, workflows in completed or ongoing projects

**Evidence required:** At least 3 examples for SOPs and work flows related to specific researches

**Submission:** Upload: Single document. Evidence language: English or local language.

# Quality Standard 3 Evaluation

## 5. Continuous Quality Evaluation

### RS-5.1 Review of research performance

**Standard:** Research performance is reviewed based on quality/outcome indicators (RS-1.3 and 1.4)

**Report box:** Brief explanation on the results of the outcome indicators and feedback on research, provide also additional information if the centre is already on another quality assessment by internal or external parties.

**Evidence required:** Reports on assessment of the outcome indicators and feedback (examples of the last 2 years) and feedback Reports of internal/external quality assessment (if available)

**Submission:** Upload: Single document. Evidence language: English or local language.

### RS-5.2 Research output

**Standard:** The centre provides high performance research output (please see below)

**Report box:** Brief explanation

**Evidence required:** Documentation on high research output (please see below)

### RS-5.2.1 Web of Science H index

**Standard:** MANDATORY: At least one team member has a Web of Science H-index of 30 or higher.

**Evidence required:** Printed Web of science H score

**Submission:** Upload: Single document. Evidence language: English.

### RS-5.2.2 Research publications

**Standard:** MANDATORY: At least 10 peer-reviewed research articles published in the last 5 years, including at least 4 translational studies.

**Evidence required:** PubMed list, indicate translational studies

**Submission:** Upload: Single document. Evidence language: English.

**PLUS at least 3 of the following criteria:**

### RS-5.2.3 Funded research projects

**Standard:** 2 (or more) current, active research projects funded by national or international grants

**Report box:** Brief explanation on grants

**Evidence required:** List of ongoing research projects (with name of the project, name of principal investigator, type of funding, budget, start date and duration)

**Submission:** Upload: Single document. Evidence language: English or local language.

### RS-5.2.4 Clinical trials and registries

**Standard:** Participation in at least 3 clinical trials or registries in the past 5 years

**Report box:** Brief explanation on participation to clinical trials/registries

**Evidence required:** Proof of participation, study title, name of investigators participating, promoter (if applicable), budget (if applicable) and reference numbers

**Submission:** Upload: Single document. Evidence language: English or local language.

### RS-5.2.5 Patents

**Standard:** Having a patent in the last 10 year

**Report box:** Brief explanation

**Evidence required:** proof of registration

**Submission:** Upload: Single document. Evidence language: English or local language.

### RS-5.2.6 Congress abstracts

**Standard:** Presenting at least 15 abstracts at allergy/immunology congresses in the last 5 years

**Report box:** Brief explanation

**Evidence required:** List of abstracts and proof of presentation (acceptance letter, published abstracts, abstract book relevant pages…)

**Submission:** Upload: Single document. Evidence language: English or local language.

### RS-5.2.7 Postgraduate programmes

**Standard:** Offering or being affiliated with MsD or PhD programmes in allergy and immunology or affiliated fields

**Report box:** Brief explanation about these programs

**Evidence required:** Proof of having or being affiliated with MsD or PhD programmes

**Submission:** Upload: Single document. Evidence language: English or local language.

### RS-5.2.8 Research budget

**Standard:** Having a budget for research exceeding 200.000€ (e.g. grants from university, national and international institutions, private foundations) in the last 5 years

**Report box:** Brief explanation about budget of the research projects

**Evidence required:** Describe the total budget of the projects from 5.2.3, adding any additional project from the past if needed

**Submission:** Upload: Single document.

## Quality Standard 4 Revision/Improvement

## 6. Continuous Quality Improvement

### RS-6.1 Research improvement

**Standard:** The centre implements improvements in research based on quality/outcome indicators.

**Report box:** Brief explanation on how centre evaluates these outcomes are used for these evaluation and what other factors (e.g. advances in the area) are used for these evaluation and how the centre implements their program for the next term.

**Evidence required:** Report/examples of latest implemented improvements (examples of the last 2 years)

**Submission:** Upload: Single document. Evidence language: English or local language.

# 04 Education standards

## Quality Standard 1 Organization/Planning

## 1. Governance

### ED-1.1 Educational mission and objectives

**Standard:** The centre has a mission/vision aim and objectives of education for fellows in allergy & immunology.

**Report box:** Brief explanation on mission/vision/objectives of the allergy&immunology fellow/residency training

**Evidence required:** An official document if available

**Submission:** Upload: Single document. Evidence language: English or local language.

### ED-1.2 Training programme

**Standard:** The centre has a fellowship program in allergy & immunology.

**Report box:** Brief explanation on about fellow/residency training program.

**Evidence required:** Official document on fellowship program, Core curriculum, competencies

**Submission:** Upload: Single document. Evidence language: English or local language.

### ED-1.3 Educational outcome indicators

**Standard:** The centre has predetermined quality/outcome indicators for education and monitors these indicators

**Report box:** Brief explanation about which outcome indicators are used for monitoring the allergy &immunology training and the frequency of collecting this information/data. Please explain both qualitative and quantitative outcome indicators.

**Evidence required:** List of qualitative and quantitative outcome indicators with definitions and targets and timing for collecting the information/data

**Submission:** Upload: Single document. Evidence language: English.

### ED-1.4 Educational feedback

**Standard:** The centre gets feedback from allergy&immunology fellows for educational purposes.

**Report box:** Brief explanation about feedback system for allergy&immunology training program

**Evidence required:** Blank copy of feedback forms

**Submission:** Upload: Single document. Evidence language: English or local language.

## 2. Staff

### ED-2.1 Teaching staff

**Standard:** The centre hosts staff responsible for education and is enrolled to educational institutions

**Report box:** Brief explanation

**Evidence required:** Official document provided by department/centre administration listing the staff with educational duties and institution/s where they are enrolled (e.g. University and faculties)

**Submission:** Upload: Single document. Evidence language: English or local language.

### ED-2.2 Fellows and residents

**Standard:** The centre hosts fellows and/or residents

**Report box:** Brief explanation on fellowship/residence organization

**Evidence required:** Official document provided by department /centre administration (further details are provided in ED-4.1)

**Submission:** Upload: Single document. Evidence language: English or local language.

## 3. Infrastructure & Facilities

### ED-3.1 Teaching and training facilities

**Standard:** The centre has designated teaching/training spaces or has access to those (lecture halls, seminar rooms, simulation labs…)

**Report box:** Brief explanation about these facilities

**Evidence required:** List of educational rooms with function, and photos

**Submission:** Upload: Single document. Evidence language: English.

### ED-3.2 Library and learning resources

**Standard:** The centre has access to a physical or online medical library with current literature and/or online journal subscriptions relevant to allergy & immunology

**Report box:** Brief explanation on educational sources

**Evidence required:** List of relevant available books, journal subscriptions, and photos of physical library (if any) and screen shot of online library with relevant journal list

**Submission:** Upload: Single document. Evidence language: English.

# Quality Standard 2 Implementation Of The Organisation

## 4. Education and training activities

### ED-4.1 Programme activity and graduates

**Standard:** The centre has an active (or is a formal partner in) a fellowship programme for allergy & immunology.

**Report box:** Brief explanation about fellowship program and graduates from the program

**Evidence required:** Official document provided by department/centre/faculty of the fellows/residents programme including date of publication AND list of fellows who obtained a certification in allergology and immunology in the past 10 years

**Submission:** Upload: Single document. Evidence language: English or local language.

### ED-4.2 Faculty and staff development

**Standard:** The centre has a faculty/staff development program that includes courses and workshops in the centre

**Report box:** Brief explanation about faculty development program

**Evidence required:** Copy of the programme

**Submission:** Upload: Single document. Evidence language: English or local language.

### ED-4.3 Educational programme

**Standard:** The centre has a regular agenda for educational and training activities (e.g. weekly seminar, journal club)

**Report box:** Brief explanation about schedule of the centre

**Evidence required:** Copy of the programme/s with seminars, journal clubs, EBM sessions etc. (last two years)

**Submission:** Upload: Single document. Evidence language: English or local language.

## Quality Standard 3 Evaluation

## 5. Quality Evaluation

### ED-5.1 Review of educational performance

**Standard:** Educational performance is reviewed based on quality/outcome indicators and other needs (ED-1.3 and 1.4)

**Report box:** Brief explanation on the results of the outcome indicators and feedback on education, provide also additional information if the centre is already on another quality assessment by internal or external parties.

**Evidence required:** Reports on assessment of the outputs and feedback (examples of the last 2 years) or reports of external or internal Quality assessments

**Submission:** Upload: Single document. Evidence language: English or local language.

## Quality Standard 4 Revision/Improvement

## 6. Continuous Quality Improvement

### ED-6.1 Educational improvement

**Standard:** The centre implements improvements in education based on quality/outcome indicators.

**Report box:** Brief explanation how the centre revises their program based on these assessments

**Evidence required:** Report/examples of latest implemented improvements (examples of the last 2 years)

**Submission:** Upload: Single document. Evidence language: English or local language.