ALLERGY AND CLINICAL IMMUNOLOGY

Standards for EAACI Research Centre of Excellence

EAACI Quality Centres

Requirements for EAACI involvement, 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.

3 domains / 40 standards

01 EAACI involvement

Membership and contribution to EAACI activities

02 Research

Organisation, scientific activity and research performance

03 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 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.

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 purpose.

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 staff with a 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.

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 5.3.3, 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.

03 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 PhD or MsD students on allergy & immunology field.

Report box: Brief explanation on mission/vision/objectives of the program

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 MsD or PhD program in allergy&immunology.

Report box: Brief explanation on about MsD/PhD training program.

Evidence required: Official document on 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 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 MsD/PhD students and lecturers for educational purposes.

Report box: Brief explanation about feedback system for the 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 about lecturers of the program

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.

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 MsD or PhD programme related to for allergy & immunology.

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

Evidence required: Official document provided by department/centre/faculty of the program including date of publication AND list of MsD, PhD students who obtained a certification 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. Continuous 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 research training, 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.