

Contract for the third SSAI Advanced Educational Programme in Critical Emergency Medicine 2013 - 2015

Parties involved:

1. Program participant: _____
2. Name of the host department: _____
Chairman of the host department: _____
3. SSAI representative: Programme Director Leif Rognås
Department of Anaesthesiology
Viborg Regional Hospital
P.O. Box 130
8800 Viborg
Denmark
leifrogn@rm.dk

Program description

The Scandinavian Society of Anaesthesiology and Intensive Care Medicine, SSAI, coordinates an advanced educational programme in Critical Emergency Medicine.

The program consists of:

- **Two years of clinical work** in critical emergency medicine including in- or prehospital work. During the training period the program participant may work at one or more host clinic(-s) or departments.
- **A four week exchange programme**, preferably in another country Nordic country.
- **Four residential courses** of 3-4 days of duration in various Nordic countries.
- A number of pre- and post- course assignments.
- A research project

The program language is English

For further details, please see the full Program Description at www.ssai.info

Responsibilities of the program participant, the host clinic / department and SSAI:

Responsibilities of the program participant:

- The participant shall participate actively in the clinical work in the host clinic and acquire the theoretical knowledge and training in cognitive, attitudinal, practical and procedural skills as recommended in the training objectives.
- The participant shall keep the Programme Mentor updated on a regular basis regarding his /her progress and challenges regarding the Programme.
- The participant shall keep the Research Supervisor updated on a regular basis regarding his /her progress and challenges regarding the research project.
- The participant shall keep the Program Committee informed if he / she is unable to adhere with any of the assignments, tasks and deadlines outlined in the Programme Description.
- The participant should submit confirmation that the course fee for each Residential Course has been paid no later than 30 days before the start of each residential course. If payment is not done in proper time, the participant might not be allowed to attend the course.
- The participant is responsible for providing the programme secretary at ssai.crem@gmail.com with a valid e-mail address

Responsibilities of the host clinic / department:

- The host clinic / department shall employ the program participant in an appropriate position during the two years of the program
- The host clinic / department shall assign the participant clinical, tutorial, quality control/development and management work relevant to the program.
- The host clinic / department shall collaborate with the SSAI CREM Programme Committee in organizing an exchange programme for the participant to a clinic / EMS program / HEMS program in another country. The exchange programme may be organized as:
 - A direct exchange between two clinics in different countries.
 - A visit to a foreign clinic funded by the host clinic or by research funds.
 - A position (locum) at the receiving clinic.

The practicalities regarding the exchange period (-s) and the salary may be negotiated by the host clinic representative and the participant, thus allowing flexibility regarding costs containment and available resources. If the exchange period is divided into shorter stays, each period must be of at least one week's duration

Responsibilities of SSAI

- SSAI organizes four mandatory residential courses.
- SSAI will, together with the participating host clinics, facilitate an exchange programme that allow the participant one or more temporary stays in a clinic / program in another country.
- The Programme Committee will, if necessary, assist in finding the mentors and supervisors described in the program description.

- The Programme Committee will, together with the faculties at the Residential Courses and the Programme Mentors and Research Supervisors, provide training, assignments, tasks, teaching and feedback as described in the Programme Description.
- If the participant is unable to attend one of the residential courses, the Programme Committee will seek to arrange alternatives, e.g. making it possible for the participant to attend the missed course during the next round of the programme. The participant may still be accountable for the course fee.

Diploma and certification

The program committee will grant the participants a *SSAI Diploma in Critical Emergency Medicine* on the following conditions:

1. Attendance of all four residential courses and passing whatever tests are included in those
2. Approval of all pre-, inter- and post-course assignments
3. Approval of the research project
4. Completion of two years of the clinical practice programme
5. Completion of four weeks in an exchange programme

The Programme Committee will manage deviations from these requirements.

Economy

The SSAI Educational Committee regulates the economy of the SSAI Advanced Educational Programme in Critical Emergency Medicine, and the programme is self-sustained and not for profit. The total cost of participating in the programme amounts to approximately **9000 €**, travel expenses related to the Residential Courses excluded. The Programme Committee reserves the right to adjust the amount if necessary.

Deviations from this contract must be approved by the Programme Committee for the SSAI Program in Critical Emergency Medicine.

Signatures:

Date and signature of the participant

Date and signature of the chairman of the host clinic

Date and signature of Leif Rognås, Program Director of the SSAI Advanced Educational Programme in
Critical Emergency Medicine