

Application guidelines

Requirements to obtain scientific endorsement by EULAR, for the organization of international MSUS courses:

1. **EULAR scientific endorsement** can be requested for **Basic-level MSUS courses**, **Focused MSUS courses** (i.e. Vasculitis, Sonoanatomy, Pediatric) and **Intermediate level MSUS courses** as long as they fulfil scientific appropriate criteria and are conducted in agreement with the EULAR rules and requirements.
2. The minimum number of planned participants should be 30 people.
3. The **scientific organizer**/director should either have been a Faculty member in at least 3 EULAR Sonography courses in the previous 5 years, or have successfully attended the EULAR course for Ultrasound Trainers (i.e. “**Teach The Teachers**” course or TTT) in Rheumatology.
4. At least 80 % of the **Faculty** (i.e. speakers) should have attended the TTT (with all pre-requisites it implies) or have been speaker in at least 2 EULAR Sonography courses in the previous 3 years or tutor in at least 3 EULAR Sonography courses in the previous 5 years.
5. The Faculty should comprise at least 10 teachers (i.e. speakers) from more than 4 different EULAR countries.
6. The official **language** of the course should be English.
7. The **tutors** (i.e. hands-on instructors), if different from the Faculty, should be experts in MSUS selected by the scientific organizers and thought accordingly to the EULAR US guidelines for performing a MSUS examination.
8. The **Basic-level course** should follow the Recommendations for the Content and Conduct of EULAR MSUS courses (Naredo E, et al, Ann Rheum Dis 2008: 67:1017-22), which include:
 - 8.1. Specific theoretical and practical curriculum.
 - 8.2. Total time 20 hours.
 - 8.3. Maximum 6 participants per tutor in the practical sessions.
 - 8.4. At least 50% of total time should be spent in practical training.
9. The **Focused ultrasound courses** should include:
 - 9.1. Specific theoretical and practical curriculum.
 - 9.2. Total time of at least 15 hours.
 - 9.3. Maximum 6 participants per tutor in the practical sessions.
 - 9.4. At least 50% of total time should be spent in practical training.
10. To apply for an **intermediate MSUS course** scientific organizers need to have previously organized at least 2 Basic-level MSUS courses scientifically endorsed by EULAR in the previous 5 years, agree to all requirements as for the basic level endorsed course and also agree to adhere to the EULAR Competency Assessment requirements as follows:
 - **The scientific organizer**/director should have been a Faculty member in at least 3 EULAR Sonography courses in the previous 5 years
 - At least 70 % of the Faculty (i.e. speakers) should have been a Faculty member in at least 3 EULAR Sonography courses in the previous 5 years. The rest of the Faculty should have attended the TTT (with all pre-requisites it implies) or have been tutor in at least 3 EULAR Sonography courses in the previous 5 years

- The Faculty should comprise at least 10 teachers (i.e. speakers) from more than 4 different EULAR countries.
- The official language of the course should be English.
- The tutors (i.e. hands-on instructors), if different from the Faculty, should be experts in MSUS, selected by the scientific organizers and chosen according to the EULAR US guidelines for performing a MSUS examination.
- In addition, **the convenors and organisers of this course should be committed to follow the EULAR Competency Assessment system for the MSUS intermediate courses**, which consists of the following requirements:
 - Participants should have attended the EULAR introductory US online course, a EULAR basic MSUS course or a EULAR scientifically-endorsed basic MSUS course.
 - Prior to acceptance to the course, applicants should send to the Faculty members a total of 6 normal examinations of each joint region in one Power Point file (i.e. shoulder, elbow, wrist & hand, hip, knee, ankle & foot), according to the EULAR Guidelines for Musculoskeletal Ultrasound in Rheumatology (Ref. Backhaus M, et al. Ann Rheum Dis 2001).
 - Images should be presented in a power point file. **Important:** Each slide should include: - One imaged structure each in longitudinal and transverse plane - A legend with the anatomic area, imaged structure and scanning planes - Parameters of the ultrasound machine - Identity of the person scanned should be removed.
 - The Faculty members need to provide assessment and feedback. Applicants might need to be asked to repeat the ultrasound examinations and submit the images again for assessment by the Faculty.
 - Upon approval of the assessment, the applicant needs to be asked to register for the course.
 - The organization and procedures for the above process should be provided by the convenor/organiser of the MSUS intermediate course
 - Participants should be asked to bring a total of 60 normal ultrasound examinations (each in a power point presentation) on a USB stick to the course. The Faculty reserves the right to randomly request and audit the full set of ultrasound examinations from each participant.

11. Applications for **advanced MSUS** courses are not taken into consideration

12. Participants applying for the basic or intermediate MSUS courses endorsed by EULAR should have priority if they have already participated in the **EULAR MSUS online course**. Since 2016 participation in the EULAR Introductory US online course prior to the basic level is mandatory.

Points 3 and 4 above (i.e. requirements for scientific organizer and for faculty) will ensure that at least 60% of the teachers participating and applying for the organization of these courses have knowledge of the EULAR MSUS standards. As the number of participants that have attended the TTT is presently still limited attendance to the advanced course can be sufficient for 2014 and 2015 as preliminary requirement. From 2016 onwards, the attendance to TTT by 80% of faculty is mandatory.

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