

## General Information

### Applicants:

Applicants for an IFCC professional exchange programme will:

- Be a member of an IFCC Full Member or Affiliate Member national society
- Be aged under 40 years at the time of the exchange programme
- Have a specific project to complete in a designated host laboratory
- Have the written support of:
  - The head of department in which he/she is based
  - The head of the host laboratory to be visited
  - The national society of which he/she is a member

### Duration of Exchanges:

- 3 months maximum

### IFCC Support:

Successful applicants will be entitled to receive:

- Economy return travel expenses from his/her home base to the host laboratory.
- Subsistence at the rate of 1500 Swiss Francs per month for a maximum of three months.

### Report/Acknowledgement

At the completion of a professional exchange programme the successful applicant is required to:

- Write a short report of his/her experience for publication in IFCC News.
- Where appropriate, submit a scientific paper for publication in the electronic journal of IFCC.

### List of Documents needed:

- ✓ CURRICULUM VITAE
- ✓ COPY OF PASSPORT OR IDENTITY DOCUMENT
- ✓ LETTER OF SUPPORT OF NATIONAL IFCC SOCIETY
- ✓ LETTER OF SUPPORT OF THE HEAD OF APPLICANT'S DEPARTMENT
- ✓ LETTER OF SUPPORT OF THE HEAD OF THE HOST LABORATORY
- ✓ DETAILED PROJECT DESCRIPTION

### Submission of applications:

Applications must be made on the PMEP/PSEP application form, which can be downloaded from the Education section of the IFCC website [www.ifcc.org](http://www.ifcc.org) and must be emailed any time to the IFCC Office: [ifcc@ifcc.org](mailto:ifcc@ifcc.org)



## IFCC PROFESSIONAL EXCHANGE PROGRAMME

IFCC offers a small number of scholarships each year to facilitate professional exchange programmes for young scientists. The purpose of professional exchange programmes is to:

- Promote international co-operation between laboratories
- Facilitate the exchange of young laboratory scientists between IFCC Member societies
- Share high level scientific or management skills
- Introduce new or improved scientific or management skills to the applicant's laboratory

IFCC has developed two categories of professional exchange programme:

- **Professional Scientific Exchange Programme (PSEP)**
- **Professional Management Exchange Programme (PMEP)**

## IFCC PROFESSIONAL MANAGEMENT EXCHANGE PROGRAMME (PMEP)

**The purpose of a PMEP is to develop appropriate quality management skills in order to improve the performance and quality of service offered to patients by the base laboratory.**

Applications for a Professional Management Exchange Programme (PMEP) may only come from IFCC Full Member or Affiliate Member national societies that are in countries where quality management and/or laboratory accreditation are at an early stage of development.

Examples of PMEP include:

- Acquiring skills to introduce effective internal quality control;
- Acquiring skills to introduce an external quality assurance scheme to a country;
- Acquiring skills to introduce quality management to the base laboratory;
- Preparation to enable the base laboratory to apply for laboratory accreditation in line with ISO Standard 15189;

**The host laboratory for a PMEP will normally be in the same IFCC Region as the applicant.**

## PROFESSIONAL SCIENTIFIC EXCHANGE PROGRAMME (PSEP)

**The purpose of a PSEP is to exchange or develop high-level scientific information or skills.**

Applications for a PSEP may come from any IFCC Full Member or Affiliate Member national society.

Examples of suitable PSEP projects include (but are not restricted to):

- Conduct of a collaborative research project between base and host laboratories;
- Use of a method or technique not available in the base laboratory in order to complete a research project;
- Learning a new method or technique in the host laboratory which will be introduced into the base laboratory after the PSEP is complete;
- Completion of a collaborative evidence-based scientific project such as the preparation of a systematic review;

**Scientific publications resulting from this exchange programme have to acknowledge IFCC's support.**

- THESE EXCHANGE PROGRAMMES ARE OPEN FOR LABORATORIES IN ALL COUNTRIES WHERE AN IFCC MEMBER SOCIETY IS ACTIVE •
- NATIONAL SOCIETIES MEMBERS OF IFCC MAY SUPPORT A MAXIMUM OF ONE PROFESSIONAL EXCHANGE PROGRAMME IN ANY ONE CALENDAR YEAR •
- NATIONAL SOCIETIES MEMBERS OF IFCC MAY SUPPORT A MAXIMUM OF ONE PROFESSIONAL EXCHANGE PROGRAMME PER APPLICANT •
- IFCC HAS NO ROLE IN FINDING PLACEMENTS FOR POSTGRADUATE OR POSTDOCTORAL STUDY •