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International Atomic Energy Agency

Agence internationale de l'énergie atomique

Международное агентство по атомной энергии

Organismo Internacional de Energía Atómica

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In reply please refer to: RER/6/028/9002/01

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2015-01-07

Subject: Invitation to a Workshop on the Development of Guidelines and Criteria for Regional Centres of Competence for Quality Assurance and Quality Control in Diagnostic Radiology, Vienna, Austria, 13-16 April 2015

Dear National Liaison Officer,

I am pleased to invite you to send nominations of suitable candidates to participate in the above-mentioned meeting under the framework of RER/6/028 – Establishing Quality Assurance /Quality Control in X Ray Diagnostics. The purpose of the workshop and related information are outlined in the attached Prospectus.

For candidates who are selected by the IAEA, the IAEA will cover the cost of return international travel from the home country to Vienna, Austria and provide Daily Subsistence Allowance (DSA) for the duration of the meeting in line with IAEA rules and procedures.

Please submit nominations to the IAEA online through the Technical Cooperation Department's InTouch system (<http://intouch.iaea.org>). Only if this is not possible, nominations may be submitted on the Nomination Form for Meeting/Workshop available on the IAEA website: <http://www.iaea.org/technicalcooperation/How-to-take-part/In-meetings-WS/index.html>. Completed forms should be endorsed by relevant national authorities and sent to the Programme Management Officer for this project, Mr Andrejs Salmins (IAEA Official Fax: +43-1-26007 or E-Mail Official.Mail@iaea.org), through the official channels, i.e. the designated National Liaison Office for IAEA matters, not later than 13 February 2015.

Yours sincerely,

Manase Peter Salema

Director

Division for Europe

Department of Technical Cooperation

Enclosure: Prospectus

International Atomic Energy Agency

Workshop for the Development of Guidelines and Criteria for Regional Centres of Competence for Quality Assurance/Quality Control (QA/QC) in Diagnostic Radiology

PROSPECTUS

Project Number & Title:	RER/6/028 – Establishing Quality Assurance/Quality Control in X Ray Diagnostics
Place (City, Country):	IAEA, Vienna, Austria
Dates:	13-16 April 2015
Deadline for Nominations:	13 February 2015
Organizers:	The International Atomic Energy Agency (IAEA)
Host Country Organizer:	Mr Andrejs Salmins Programme Management Officer Department of Technical Cooperation Division for Europe Tel: 4312600-26442 Email: a.salmins@iaea.org
Language:	English
Purpose:	The objective of this workshop will be to develop criteria for centres of competence (CoC) in QA / QC in diagnostics. These CoC will be utilized as centres for corresponding training activities, but also as a model that can be duplicated to successfully expand QA within participating Member States.
Expected Output(s):	Set of requirements/criteria related to infrastructures, staff and procedures that a diagnostic facility should follow (or develop) in order to be considered as a centre of competence for QA/QC in diagnostic radiology.
Scope and Nature:	Guidance development workshop. Through presentation of the current best practices related to QA/QC in diagnostic radiology the necessary requirements in terms of infrastructures, human resources, quality management systems and quality control practices for centres of competence in the region will be developed. Discussion of the project work-plan and design of related activities foreseen in the project.
Background	In many CIS and Eastern European countries, there has been limited number

Information: of new X ray equipment delivery for diagnostic radiology. Furthermore there is a limited awareness regarding the quality assurance procedures required to ensure safe and effective diagnostic procedures. Personnel working in X-ray departments do not have sufficient professional skills for carrying out quality assurance and control. In this regard, there is an urgent need to identify centres in the region that can be utilized for corresponding training activities, but also as models that can be duplicated to successfully expand QA within participating Member States.

Participation: The workshop is open to participants from European Member States participating in the project RER/6/028 on Establishing Quality Assurance/Quality Control in X Ray Diagnostics.

Participants' Qualifications: Noting that the scope of the project is related to diagnostic radiology, the participant should be either a medical physicist or radiologist experienced in QA/QC procedures in diagnostic radiology working in a clinical environment.

In case of justified lack of appropriate candidate, the following nominations could be considered:

- (i) A radiographer with keen interest in establishing quality assurance practices.
- (ii) A medical physicist working in radiotherapy or nuclear medicine, if there is clear intension to be utilized to initiate QA/QC mechanisms and procedures in diagnostic radiology.

As the workshop will be conducted in English, participants should have sufficient proficiency to deliver and follow lectures and express themselves in this language without difficulty.

Nomination Procedure: Please submit nominations to the IAEA online through the Technical Cooperation Department's InTouch system (<http://intouch.iaea.org>). Only if this is not possible, nominations may be submitted on the Nomination Form for Meeting/Workshop available on the IAEA website: <http://www.iaea.org/technicalcooperation/How-to-take-part/In-meetings-WS/index.html>. Completed forms should be endorsed by relevant national authorities and sent to the Programme Management Officer for this project, Mr Andrejs Salmins (IAEA Official Fax: +43-1-26007 or E-Mail Official.Mail@iaea.org), through the official channels, i.e. the designated National Liaison Office for IAEA matters, not later than **13 February 2015**.

Administrative and Financial Arrangements: Nominating Governments will be informed in due course of the names of the candidates who have been selected and will, at that time, be given full details of the procedures to be followed with regard to administrative and financial matters.

Selected participants from countries eligible to receive technical assistance will be provided with a round trip economy class air ticket from their home countries to Vienna, Austria, and a Daily Subsistence Allowance (DSA) at the prevailing UN Rate. Shipment of accumulated workshop materials to the participants' home countries is not the responsibility of the IAEA.

The organizers of the workshop do not accept liability for the payment of any cost or compensation that may arise from damage to or loss of personal property, or from illness, injury, disability or death of a participant while he/she is travelling to and from or attending the workshop, and it is clearly understood that each Government, in nominating participants, undertakes responsibility for such coverage. Governments would be well advised to take out insurance against these risks.