



EUROPEAN UNION OF MEDICAL SPECIALISTS
The European Accreditation Council for
Continuing Medical Education – EACCME®
Institution of the UEMS_{a i s b l}

www.eaccme.eu



European Board of Radiology
Accreditation Council in Imaging
(ACI)

accreditation@myebr.org

<http://www.myebr.org/aci>

Understanding the concept of “pre-paid applications” for the accreditation of E-learning materials (ELM)

A new concept of pre-paid module applications for ELMs has been introduced.

With this new concept, you will be able to apply for several modules at a package price. This allows you to submit your applications at your own pace during the course of one year (from the date of purchase of the pre-paid applications). **This new concept applies to either a single or series of ELM module(s)/app(s), or an e-platform which hosts a series of modules.**

When you want to submit an ELM application, it is important to determine beforehand which type of ELM it concerns. This will determine the type of pre-paid applications you will need to purchase.

In case of doubt as to the type of ELM, please contact the ACI office (accreditation@myebr.org).

Please see the definitions of the different ELM types (also available in UEMS 2016/21) below:

E-learning module:

A complete unit of e-learning material that meets on its own right the [ACI Terms and Conditions](#) for accreditation of an ELM.

The content and format of an accredited module cannot change once accredited or for the period for which it is accredited. If the provider wishes to change the content or format, a new application needs to be submitted.

Educational e-platform:

An integrated set of interactive online services that provide a community of learners and facilitators with information, tools and resources to support the delivery and management of teaching and learning activities. An educational e-platform needs to have at least 10 e-learning modules that meet the [ACI Terms and Conditions](#) criteria for accreditation of ELM.

Educational app:

The word "app" is an abbreviation for application. An app is an element of software that can be run on the internet, on a computer, or on a phone or any other electronic device. While the word "app" has gained popularity in the context of mobile devices, it still applies more broadly to programs in general. An educational app is an app that is used as a medium for the delivery of educational material modules that meet the [ACI Terms and Conditions](#) for accreditation of ELM.

Educational e-library (or digital library):

An organised collection of selected digital resources created to support learning, scholarship, research and teaching. Through the use of appropriate technological standards, a digital library is created to facilitate permanent access to and resource discovery of selected digital resources.

[In the case of an e-library, you do not need to buy pre-paid applications as the fee for e-libraries is a fixed amount. You can just complete the application form and you will receive the invoice after it. The definition has been included above for information purposes.]



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Pre-paid applications in the case of:

Individual module(s)/app(s):

For example, if you expect to submit 10 applications during the course of a year, you can purchase pre-paid applications at a package price “for up to 10 modules”.

This allows you to spread the submission of your 10 individual applications during the course of one year. You therefore do not need to submit all applications at the same time. In this case you need to submit a filled out application form for each individual module each time (you however have the possibility to duplicate previously filled out application forms).

E-platform:

The same principle applies to e-platforms, however in this case, you only need to submit one application form. The application form will contain slots for up to as many pre-paid applications as you have bought.

For example, if you have an e-platform with 30 modules, you buy pre-paid applications for an e-platform “for up to 30 modules”. You will then be able to submit one application form with 30 slots (you will need to complete each slot with title of the individual module making up the e-platform). If you do not have all modules ready at the time you fill out the application form, the remaining module slots will remain available and can be completed later. For example, if you only fill out 20 modules at the time of submission, you will be able to add the remaining 10 modules later, but always during the course of one year.

First, buy the necessary pre-paid applications

Before being able to complete the application form and submit an application for an ELM, you need to buy the necessary pre-paid applications.

Pre-paid applications are necessary for the following e-learning materials:

-Individual module or series of individual modules

-E-platform

-App or series of apps

-In the case of an e-library, you do not need to buy pre-paid applications as the fee for e-libraries is a fixed amount. You can just complete the application form and you will receive the invoice after it.



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“Order Pre-paid applications”

All you need to do is select the type of ELM you wish to apply for. Please note that once the ACI office will have introduced the data provided by you in the system, the type of ELM cannot be changed. Please make sure that you indicate the right type of ELM to the ACI office. If in doubt, please do not hesitate to contact the ACI office (accreditation@myebr.org) for help.

You can choose between:

- An individual module or a series of individual modules
- An e-platform
- An app or a series of apps

Once you have selected the type of ELM, you need to indicate the number of modules you wish to apply for.

Once the form is completed and the type of ELM and number of modules is chosen, you will receive an invoice which will be sent to the email address you have filled out in the Billing contact e-mail field of the pre-paid modules order form.