

## **Appendix II**

### **Further education regulation for the field of "Human Reproductive Biology"**

The further education regulation complements the training regulation of the German Society of Human Reproductive Biology (AGRBM) within the FWB regulation.

The technical qualification of the employees in the "processing-related" field (ART laboratory) is of particular relevance in the implementation of the "EU Directive 2004/23/EG on setting the standards of quality and safety for the donation, procurement, testing, processing, preservation, storage and distribution of human tissues and cells", with its two technical additions - in the form of the Tissue Act of 20 July 2007 and the corresponding amendments in the German Ordinance for the Production of Medicinal Products and Active Substances (AMWHV).

In addition to the professional qualification, systematic further education is also a vital part of the QM system. In an ART laboratory, every employee in the processing-based field is obliged to participate in additional internal and/or external further education courses.

A reproductive biologist (AGRBM) is obliged to regularly attend further education sessions in accordance with the current further education regulation. The further education points given in the attached list must be submitted in a cycle of at least every second year.

#### **1. Listing of further education requirements**

The conditions given below represent the listing of further education requirements for heads of laboratories and academic laboratory employees (reproductive biologists (AGRBM)). It is structured according to a points system and divided into three main fields (2., I to III). To meet the further education requirements, 200 points must be obtained in a specified 2-year cycle within which certification must be provided for at least one activity from each main field. In the case of sessions whose subject area does not clearly belong to the field of reproductive biology, the FWB commission decides whether points can be assigned for this session.

The corresponding documents with certificates (copies) should be submitted every year to the FWB commission of the AGRBM. The deadline for the last possible submission is 30th June of the following year of a 2-year cycle. Documents received thereafter will no longer be considered.

Compliance with the listing of further education requirements will be confirmed formally by a further education certificate which is valid for 4 subsequent calendar years.

## 2. List of further education activities by fields \*

Further education certificates for full members of the AGRBM

<b>Further education activity</b>	<b>Points</b>
<b><u>I. AGRBM activities</u></b>	
1.1 Annual AGRBM conference/practical AGRBM seminar	40
1.2 AGRBM further education session	30
1.3 Annual IVF conference	30
1.4 DVR congress	40
1.5 DVR workshop	10
1.6 active participation in an AGRBM working group	20
<b><u>II. Regional AGRBM activities</u></b>	
2.1 Work shadowing (1 day)	15
2.2 Work shadowing (>1 day)	25
2.3 Regional workshops	10
<b><u>III. Personal specialist activities</u></b>	
3.1 Organization of a personal further education session for external participants (1 day)	30
3.2 Organization of a personal further education session for external participants (>1 day)	40
3.3 Participation in a congress/further education session/workshop (1/2 / 1 day)	10 / 20
3.4 Participation in a congress/further education session/workshop (>1 day)	30
3.5 ESHRE / Alpha	40
3.6 Participation in two webinars (each of at least 1h)	10
3.7 Participation in a specialist internal further education session	10
3.8 Publication, listed journal	35
3.9 Publication, unlisted journal	25
3.10 External presentation/poster at a congress	30
3.11 Presentation at an external further education session	20

3.12 Internal presentation	10
3.13 External working group	10
3.14 Report on the website (working group minutes, congress report)	15
3.15 Study of literature (with details on the journals)	5

\* Table updated after a resolution of the AGRBM general assembly on 22 April 2016.