

## Appendix I

### Training regulation for professional recognition in "Human Reproductive Biology"

Professional recognition in "Human Reproductive Biology" can be obtained through compliance with the training regulation. This entitles the candidate to the title of "Reproductive Biologist (AGRBM)".

#### 1. Initial prerequisites and education

a) Biologists and scientists from related professional disciplines have the attributes required for specifically handling human gametes and pre-implantation embryos. An initial prerequisite for obtaining professional recognition in "Human Reproductive Biology" is therefore a university degree in life sciences (degree or masters or a comparable qualification). This includes within the terms of the training regulation: biology, human biology, biochemistry, biophysics, biotechnology, agricultural science, pharmacy, veterinary medicine and human medicine in accordance with the requirements for membership within the AGRBM. The FWB commission decides on the admission to both additional study courses as well as study courses abroad. Parts of a previous doctorate, a research project or a previous professional activity may also be recognized by the FWB commission after a positive evaluation.

b) A potential reproductive biologist must be employed on at least a part-time basis at an approved German IVF centre and comply with the listing of further education requirements there. The FWB commission decides on the recognition of parts of the listing of further education requirements and of adequate achievements from other forms of training / work.

c) Practical training in the field of human reproductive biology must be obtained from at least one recognised, practicing "Reproductive Biologist (AGRBM)".

d) One supervisor is named for each applicant and confirmed by the FWB commission. The supervisor monitors the further education externally and provides assistance in the imparting of practical and theoretical knowledge. A change of supervisor must be requested by the candidate in writing. The outgoing supervisor must draft a final report and send it to the FWB commission. The new supervisor must confirm his or her function to the FWB commission in writing.

e) The start of the further education must be requested in writing on a form from the FWB commission. A curriculum vitae in tabular form and an authenticated copy of the university degree certificate must be submitted. The hours of further education given in paragraph 3.1 apply from the date of notification of acceptance by the FWB commission.

f) The processing fee for AGRBM members is the equivalent of the membership fee for two years, 500 euros for non-members, and must be transferred to the account of AGRBM within a month of starting the further education course.

## **2. Listing of further education requirements for the obtaining of professional recognition in "Human Reproductive Biology"**

Competence in reproductive biology in an ART laboratory will be recognised only after professional recognition is obtained.

Practical and theoretic knowledge in the field of reproductive biology and related fields is a prerequisite for the obtaining of a professional recognition in "Human Reproductive Biology".

Theoretical knowledge (paragraph 2.2) includes general and specialist basic knowledge and specific ART techniques.

The laboratory methods that are currently routinely used (as of 2015) form the basis of the listing of further education requirements. Mastering of these methods is a prerequisite if the specifications given in paragraph 2.3 are complied with.

### **2.1. Duration of further education**

Candidates for professional recognition in "Human Reproductive Biology" must comply with the listing of further education requirements within at least two years and at most four years.

### **2.2. Theoretical knowledge**

#### **a. Basic general knowledge**

- General cell functions
- General cell culture techniques
- Medical terminology
- Toxicology
- Principles of statistics and computer science
- Basic knowledge on ethical and legal guidelines
- General working conditions:

#### **b. Specialist basic knowledge**

- Gynaecological endocrinology
- Principles of reproductive biology
- Gamete and embryo culture
- Andrology
- Principles of cryobiology
- Principles of reproductive genetics

**c. Specific skills**

- ART methods
- Spermatology and sperm preparation techniques
- Laboratory management and organization
- Quality assurance, quality control, statistics
- Laboratory safety, the handling of sample materials
- Establishment of diagnostic techniques and evaluation of new methods
- Special recommendations and guidelines

**2.3 List of minimum further education activities to be fulfilled within the period of further education as a "Reproductive Biologist" (AGRBM) \***

Sessions to be attended:	Minimum number	Points
<b>I. AGRBM activities</b>		
Annual AGRBM conference/Practical AGRBM seminar	1	30
AGRBM further education session	1	30
<b>Alternative forms of training:**:</b>		
DIR/IVF annual conferences		20
Alpha meeting		20
ESHRE/ASRM conference (per		20
ESHRE campus workshop		30
Congress/FB/Workshop (1/2 / 1 day)		5 / 10
<b>II. Regional AGRBM activities</b>		
Regional workshops	1	10
Work shadowing days (in at least 2 external laboratories)	10	7
<b>III. Independent specialist activities</b>		
Study of literature: current articles, including discussion with the supervisor and brief report/evaluation (to be additionally submitted)	1 publication per quarter, at least 8	5
Orientation discussion with the supervisor	2	15

\* A minimum of 250 points must be achieved during the period of further education.

\*\* The commission on further education and training decides on the recognition of other conferences.

## **2.4. Reference figures for ART methods**

- 400 processing cycles altogether - with conventional in-vitro fertilization (IVF) as well as with intracytoplasmic sperm injection (ICSI), including egg retrieval, pronuclear scoring, embryo evaluation and embryo transfer
- 150 cycles with cryopreservation of egg cells/2PN cells/embryos (freezing and thawing)
- 200 sperm diagnostics (including determination of concentration, motility, morphology)
- Certification of knowledge of sperm function diagnostics
- 400 sperm preparations (including swim-up and density gradient centrifugation)
- 40 cases of cryopreservation of sperm / TESE material
- 20 cases of sperm retrieval in a TESE specimen

## **3. Awarding professional recognition**

### **3.1. Admission to the final examination**

The following should be submitted to the FWB commission for admission to the final examination for professional recognition in "Human Reproductive Biology":

- Application for examination admission for professional recognition in "Human Reproductive Biology",
- Requirement specifications for professional recognition in "Human Reproductive Biology" with confirmation of the head of the reproductive medicine centre and the named supervisor on achievement of the performance in accordance with paragraph 2.4 and with specification of the period required for this
- The documented participation in continuing education sessions and the other activities mentioned in paragraph 2. At least 250 points must be obtained during the further education period.
- Interim and final report of the supervisor.

### **3.2. Final examination**

#### **a) Examination dates**

After submission of all the necessary documents to the FWB commission, an examination date is agreed with the candidate, and this examination should normally take place within 6 months of the admission. Examinations preferably take place on the dates of annual conferences or AGRBM training sessions.

## **b) Procedure of the final examination**

The examination is conducted orally. The examination is conducted by 2 members of the examination board. The examination lasts for at least 30 minutes. The content of the examination may include the entire content of the further education examination specified in Appendix I. A transcript is prepared of this.

This must contain:

- the location, start and end of the examination
- the name of the examiner
- the name of the candidate
- the subject matter of the examination
- the transcript is signed by all those present at the end of the examination
- the result of the examination is documented in the transcript after the examiners have consulted with each other
- if the candidate fails the examination, the reason for the decision is documented

If the candidate has passed the examination, the result is notified orally and the transcript of the examination is forwarded to the FWB commission. The certificate of professional recognition in "Reproductive Biologist (AGRBM)" is sent to the candidate within a month of passing an examination.

### Repeat examination

If the candidate is not successful in the final examination, he or she may re-register for the examination. A maximum two repeat examinations are possible.

## **4. Safeguard provision**

The professional recognition in "Human Reproductive Biology" is guaranteed under the safeguard provision on application for all the members of the AGRBM with an academic education as set out in paragraph 1.a who were members of the AGRBM at the time of adoption of the training regulation by the general assembly (14 May 2004) and who can provide proof of employment of at least two years in an approved German IVF centre.