

ESMO DESIGNATED CENTRES

of integrated oncology and palliative care services

ESMO Designated Centres – Application Terms and Conditions

The below terms and conditions apply to new and re-accrediting institutes wishing to become, or to re-new their accreditation as, an ESMO Designated Centre of Integrated oncology and palliative care:

- Communication – a centre's primary contact, marked as the corresponding physician within the application, must be contactable and should ideally be the lead of the Palliative Care or Oncology Department. ESMO must be notified if the corresponding physician changes or if the person's contact details are updated.
- The emails provided within centre applications must be official institute emails and should relate to the centre named within the application. A private email can only be provided in addition to official institute emails as a back-up for correspondence.
- Information provided by a centre in their application (and re-accreditation) must relate only to the centre named within the application and should not relate to an alternative institute they work at or represent.
- Centres must not use an agency or external provider to create or complete their application. It is expected that the application is completed by clinicians with oversight and direct work within the institutes Oncology / Palliative Care Department(s).
- Centres should, as a minimum, provide access to inpatient / outpatient care and provide dedicated access to 24hour emergency care.
- Centres must demonstrate a commitment to research within the centre named in the application and show support for the continued professional development of their clinical staff.
- Once accredited, all centres will be asked to provide annual statistical data in addition to the primary accreditation submission, this will include information regarding the number of patients seen, beds, staff, etc.
- ESMO accreditation for new and existing centres lasts for a period of 3 years. When the accreditation period is due to end, the centre will be invited to re-accredit. Should ESMO be unable to contact a centre or do not receive the re-accreditation application by the required deadline, the centre's accreditation may be terminated and the centre will have to start a new application.
- Centres who are found to provide misleading or false information, or do not adhere to the terms and conditions, may have their accreditation suspended or ended.
- The Designated Centres terms and conditions will be reviewed and may be subject to change.
- Centres must ensure their adherence to the Designated Centres terms and conditions and follow the guidelines provided. Where centres are unsure of how to proceed, they can contact the Designated Centres Team at designatedcentres@esmo.org

December 2024

