

Clinical Committee

Committee Composition

Chair: A member of the Executive Committee, designated by the Executive Committee.

Full members: Typically, 7 members, but with the flexibility to increase to 10 members if required.

An open call for available Committee positions will be advertised. ESE members can apply themselves or nominate someone else. Current Committee members can also make nominations. This Committee will review and vote on the applications/nominations received. The Committee Chair will then propose the new member(s) to the Executive Committee, who will ratify the new member(s).

One member to be a representative of ESE EYES (proposed by ESE EYES Committee) and one member should be a Nurse (proposed by the Nurse Committee).

Ex-officio members: None stated.

Co-opted members: Up to two additional members may be co-opted for a limited period to fulfil a specific role, subject to Executive Committee approval. Input may also be sought from patient advocacy groups.

Quorum

Fifty percent (50%) of Full Members (including the Chair) +1.

Duration of Service

Chair: Four years.

Full members: Four years.

Ex-officio members: Co-terminous with office.

Co-opted members: Up to two years, but with the option to extend to four years in total with approval from the Executive Committee.

Reporting

The Committee reports to the ESE Executive Committee through the Clinical Committee Chair.

Meetings

At least five meetings per year; meetings can be held online.

The work of the committee is very important. Committee members are expected to attend all committee meetings and to participate in committee related email communications.

Committee members who do not attend three consecutive meetings (or one meeting in a year if meetings are held annually) will be asked to step down, other than in exceptional circumstances.

Remit

1. To advance quality and equality of patient care in endocrinology across Europe.
2. To pursue alliances with and support all healthcare professionals in endocrinology (clinicians, specialist nurses and allied professions) delivering patient care.
3. To recommend new ESE Focus Area Clinical Leads and coordinate the ESE Focus Areas towards strategic clinical developments in endocrinology.
4. To play a leading role in the development of both European and international guidelines for optimal management of endocrine disorders.
5. To give guidance on matters in clinical endocrinology, including ethical issues, societal consequences, and best practice.

6. To support clinical research in Europe, with a special focus on supporting endocrinologists in less-advantaged countries.
7. To manage ESE's input into European databases/registries for rare endocrine disorders.
8. To support the ESE Education Committee on clinical education activities in endocrinology, as required.
9. To liaise with the ESE Science Committee as necessary.
10. To provide input on scientific symposia and other conference and training sessions.
11. To support the ESE Patient Organisation Network, helping to ensure ESE is actively engaged in an appropriate level of patient support activities.
12. To work with the ESE media representative and ESE Office to ensure adequate and appropriate representation of clinical endocrinology in the media.
13. To work towards the financial sustainability of the Clinical Committee activities.

Note: European Medicines Agency (EMA) Healthcare Representative

The immediate past Clinical Committee Chair is the first representative to the EMA and the current Clinical Committee Chair is the second representative (for the EMA mandate period of three years).

Additional notes

- All Committee members need to be paid up members of the European Society of Endocrinology.
- The Committee will liaise with other ESE Committees as appropriate and other Committee Chairs can be called upon to attend meetings, if needed.
- The President and/or President-Elect can be invited to attend or choose to attend a meeting – either in full or for a specific agenda item.
- All papers and minutes must be treated in strictest confidence.
- Minutes of meetings will be sent to the President/ President-Elect when circulated to the Committee members. Minutes will also be circulated to the Executive Committee.
- The use of an AI 'otter' to join meetings/take notes at a committee meeting is not permitted unless expressly authorised by the Chair.
- All Committee members must act in the best interest of the Society.
- Any potential conflicts of interest should be declared at the start of the meeting or as they arise, and the member concerned should take no part in the discussion.
- The Chair should not serve a second consecutive term of office, unless there are exceptional circumstances identified by the Executive Committee.
- The Society is committed to equal opportunities and the promotion of equality, diversity and inclusion and where possible this committee should follow the principles of [ESE's Equality, Diversity and Inclusion Policy](#).
- Committee membership should represent the key areas of interest; geographical spread; and gender considerations.

ESE Team member responsibility: Head of Scientific Programmes.