



## **IBHRE/HRS Cooperation Policy**

### **Purpose**

The purpose of this policy is to acknowledge the nature of the relationship between International Board of Heart Rhythm Examiners (IBHRE) and the Heart Rhythm Society (HRS) and to define the parameters by which IBHRE will collaborate with HRS for the purpose of developing educational programs, including training curriculum or exam preparation material, with direct relation to IBHRE certification programs.

### **IBHRE/HRS Relationship Statement**

The International Board of Heart Rhythm Examiners recognizes the Heart Rhythm Society as an integral part of the cardiac arrhythmia community and moreover a positive contributor to the professional development goals of the IBHRE exams.

IBHRE and the Society are self-governing programs. IBHRE as the certification body and HRS as the education and research body work collaboratively to provide vital resources to professionals in the field. Collectively, our goal is to educate and benefit heart rhythm professionals and improve this area of medical care for patients.

By working together to advance the heart rhythm management profession, IBHRE and HRS will strive to:

- Achieve goals and activities that support both missions and contribute to the advancement of the arrhythmia profession
- Actively ensure that each others' policies, practices and procedures uphold the rights and integrity of customers and prospective members
- Use sound and best business practices with respect to volunteers, finances and business relations

### **IBHRE Involvement in HRS Education Activities**

IBHRE volunteers and staff may be called upon to consult with HRS in its effort to develop education and training programs, which in turn will be recognized by the IBHRE as appropriate training and preparation for an IBHRE certification exam. IBHRE volunteers may not reveal exam content and will only serve in an advisory role.

## **Staff Liaison**

IBHRE will assign a staff liaison to provide support and assistance to the committee representatives and support the program development process in the following ways:

- Provide relevant demographics and statistics which will assist the program developers in understanding the IBHRE certification audience
- Give insight into and make available resources that communicate the certification examination process
- Give feedback regarding administration and program delivery decisions giving consideration to how they might affect the ongoing administration of IBHRE certification exams and deadlines.

## **Funding of Education Programs**

The IBHRE will not provide any financial assistance to HRS for the development of certification-related training and education programs. IBHRE will take responsibility for the staff time and miscellaneous administrative costs entailed in serving in an advisory capacity. In the unlikely instance that staff or volunteer travel is necessary to serve in an advisory capacity; IBHRE will budget for the necessary travel accordingly.

## **HRS Exam Prep-Course/ Self Assessment Development**

IBHRE will license the Heart Rhythm Society to utilize retired exam items from the IBHRE item bank for the sole purpose of developing and distributing the Heart Rhythm Society's IBHRE Exam Self-Assessment (formerly Exam Prep Course). Retired items will be delivered to HRS for a negotiated royalty payment. HRS shall have no right or access to active test questions in the item bank and IBHRE reserves the right to refuse licensure of items based on the needs of the item bank.

## **Agreement to Confidentiality**

Prior to licensing retired items to HRS for educational use, IBHRE shall require all HRS and IBHRE representatives, including volunteers and staff, involved in the development of HRS education and training programs that utilize IBHRE exam items in any manner to sign a standard confidentiality agreement provided by IBHRE.

## **Governance Relationship**

The governance relationship between HRS and IBHRE is mandated by the terms and provisions of their respective Articles of Organization and By-laws.

4.6.2017