



IPTA Outreach Program **Responsibilities of the sponsor program**

The representative of the sponsor program has to be a member of IPTA. He/she will be involved in each phase of the program.

The detailed requirements of the center making Outreach Program application and the sponsoring program are outlined in the IPTA Outreach Program Guidelines. The following information is supplementary and provides specific guidance to potential sponsoring programs.

Participation of the sponsor program will happen in three phases:

- **Phase 1: Identification of an Outreach Program applicant**
- **Phase 2: Onsite visit**
- **Phase 3: Follow Up Period/Post assessment (training, follow-up visit, reporting)**

Identification of an Outreach Program applicant

A potential sponsor program can nominate or initiate the identification of a center applying to the program. The type of program (heart, kidney or liver) will be known at this stage. Potential sponsoring programs may approach the Outreach Committee to indicate their interest in becoming a sponsor and review options for sponsorship.

Onsite visit

The sponsor program should designate a representative to participate in the on-site visit with representatives from IPTA. Ideally, this representative from the sponsoring center would be the head of the transplant program or organ specific transplant director.

The sponsor program representative is expected to work with the IPTA representative to plan the visit in advance, including the scope of potential barriers or challenges to be addressed such as those identified in the guidelines.

The travel expenses of the sponsor center representative should be covered by the sponsoring center whenever possible, while such expenses incurred by members of the Outreach Committee will be covered by IPTA. Accommodation during the onsite visit should be covered by the applicant center.

Please note that upon an individual's acceptance to travel and volunteer on behalf of IPTA they acknowledge and accept that the IPTA cannot be held liable for any consequences related to travelling or staying abroad. The responsibility for procuring health/accident and travel insurances remains with the traveller; they or their relatives cannot hold the Association responsible in the event of untoward events or experiences.

A paramount aspect of the onsite visit is to guarantee the ethical aspects of the transplant practice in the country, in accordance with the guidelines of IPTA.

After completion of the onsite visit, a report will be written by the representative member of the Outreach Program Committee, with assistance from the sponsoring center representative. This report will detail the needs of the program for support and training to achieve their goals, and will include supports that may be available going forward from the sponsoring center. The report is reviewed by the Outreach Committee, and then forwarded to the IPTA Executive Council for recommendations.

Follow-up period/post-assessment

It can be anticipated that the visited site will need further training of specific personnel in pediatric transplantation. These needs will be identified during the onsite visit (pediatric specialist, transplant surgeon, intensivist, anesthetist, specialty nurses, clinical/organ procurement coordinator...). The financial capability to sustain this training by the outreach program participant center will have previously been established.

In addition to helping identify needs of training during the on-site visit, the sponsor center may be engaged to provide education and training opportunities to identified personnel from the applicant center as detailed in the onsite visit report. Options for support include association with a closer regional transplant center if a representative from this center is a member of IPTA. These types of support may include:

- Sponsoring training at the sponsor center (assuming there is an appropriate patient population to facilitate rapid learning).
- Administrative consultation needed to build a successful transplant program.
- Development and sharing of guidelines and protocols suitable for use by the center.
- Onsite training by representatives of the sponsoring institution.

At present, funding is not available to support post-onsite visit education programs. IPTA will continue to provide logistical support and facilitate engagement between the sponsoring program and the participating center. Additional site visits that may be supported by the IPTA Outreach Program require a specific request and approval from the IPTA Council before they may be authorized.

ETHICAL REQUIREMENTS

At each phase of the program, IPTA representatives will guarantee that ethical guidelines in the field of organ transplantation, as defined by IPTA and other Transplant Associations and Scientific Societies, as well as the declaration of Istanbul, are respected. This will be of particular concern during the onsite visit (phase 2) and development of the program thereafter. This responsibility should be shared by the sponsor center.

These ethical requirements include:

- commitment by the IPTA Outreach Program participant to avoid involvement of any kind in organ commerce
- absence of discrimination against patients unable to pay
- dissuade private practice in the field of organ transplantation since organs to be transplanted, either from living or deceased donors, are “free gifts”
- writing of a protocol, approved by the local Ethics Committee or the Institution Review board, concerning the selection and management of living donors, particularly regarding full respect of donor’s autonomy, absence of financial compensation, known relationship, either biological or emotional, between donor and recipient and safety for the donor
- regarding deceased donors, existence of a national transplant law excluding e.g. the procurement of organs from prisoners sentenced to death in countries still accepting death penalty

Before local implementation of the new program, a charter listing the above mentioned ethical requirements should be signed by the IPTA Outreach Program participant and countersigned by the director of the sponsor center. The president of IPTA and the chair person of the Outreach Program should be provided with a copy.

I have read and agree to the responsibilities of the sponsor center outlined in the above document.

Administrator Name

Institution

Administrator Signature

Date