

Agreement on Conducting a Joint Course

between

Virtual School of Tehran University of Medical Sciences

and

University of Camerino

Purpose

The present Agreement is signed between Virtual School of Tehran University of Medical Sciences and School of Medicinal Sciences and Health Products, University of Camerino for the purpose of establishing a Joint Course entitled as:

“Advanced Qualification Course in Telemedicine and Telepharmacy”

General Rules

In this Agreement hereafter,

- a) TUMS stands for Tehran University of Medical Sciences
- b) UNICAM stands for University of Camerino
- c) JCT stands for Joint Course in Telemedicine
- d) EC stands for Executive Committee
- e) CO stands for Coordinator
- f) Appendix A is the proposal of the JTC and is considered as an approved part of this Agreement

Instruction, Duration and Student Admission Criteria

1. JCT is a six-month course on promoting training on Telemedicine. JCT is instructed as distance learning. JCT will include two one-week onsite classes in TUMS at the beginning and end of the course. Admitted students to JCT must attend the onsite classes at their own expense.
2. The current JCT Curriculum (Appendix A) shall be used. Any changes and modifications in these curricula are possible upon mutual agreement between the two parties.

3. The language of instruction in JCT is English. The JCT educational materials, virtual and onsite classes shall be in English too.

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3. The language of instruction in JCT is English. The JCT educational materials, virtual and onsite classes shall be in English too.
4. Candidates can apply to the program without any restriction of age, citizenship or nationality. The course is directed to:
 - a) **Health professionals** including physicians, nurses, dentists, pharmacists and midwives. These professionals should learn skills and aptitude for communication, data analysis, computer literacy, medical devices compatibility, data protection programs, mobile applications, cloud storage, surfing internet, and the ability to read, understand and forward information using a smart device.
 - b) **Health informatics professionals.** These professionals acquire skills in information security, interoperability, analyzing data, design and implementation of tools to measure data, software development, data-driven solutions development, 3D Image processing, project management and communication.
 - c) **Non-clinical and administrative staff.** This people should acquire skills in project management, communications, computer literacy, information security, and the use of clinical software.
 - d) **IT professionals working in the healthcare environment.** These professionals should acquire skills in data privacy, information security, ethics, software engineering and database development.
5. The first round of JCT recruits the above mentioned health professionals. However, the following rounds will include other groups which will be approved by EC.
6. Requirement for admission to the Course is a university level degree in the above areas which has been explained thoroughly in Appendix A.

Terms and Conditions

1. It is understood and agreed that Virtual School of TUMS shall provide the following facilities and services:
 - a) Announcing and registering the learners from Iran and other Countries
 - b) Collecting a registration fee of 1,000.00 Euros per student
 - c) Managing all administrative tasks required for running the course
 - d) Providing students with physical space and facilities for practical sessions and final examination.

2. It is understood and agreed that UNICAM shall provide the following facilities and services:
 - a) Providing JCT with lecturers, educational material and Learning Management System (LMS). UNICAM shall provide TUMS with full access to LMS.
 - b) Ensuring that lectures will be given on time, students' queries will be answered quickly and timely feedbacks will be provided for students.
 - c) Guaranteeing availability of teleconference and e-learning platforms to be used for at distance didactic activities of the JCT.

3. The Virtual School will increase its contribution in providing maximum forty percent (40 %) of the curricular titles of the course within the duration of this agreement.
4. The Virtual School will try its best efforts to enroll at least 30 trainees and therefore to collect at least 30,000.00 euros registration fees. In case a lower number of trainees will be reached for a given year, the JCT will be not activated.
5. The registration fee will be used to cover necessary educational costs. The money obtained by registration fees will be divided by half between Virtual School and UNICAM. Each partner will cover its own costs. In case the organization of the course will require extra money besides the budget of registration fee, each University could cover their own extra costs.
6. Accommodation and the flight tickets of each institution's members traveling to the other institution for onsite classes or other educational purposes shall be covered on their home institution.
7. Either institution may use the logo of the other party upon written permission and under mutual agreement between the two universities in promotional materials referring to the present Agreement.
8. Any academic publications (journal articles, proceedings, books, etc.) published under the JCT shall be affiliated by both institutions involved in the present Agreement.

The Execution and Supervision of the Program

1. In order to ensure the effective implementation of the Agreement, an Executive Committee (EC) consisting of six (6) members shall be appointed by Rector/Chancellor of both institutions for observing equal representation of both institutions.
2. The current EC members are

<i>Role</i>	<i>Name</i>	<i>Institution</i>
Director of the course	Prof. Seyed Khosrow Tayebati	UNICAM
Co-Director of the course	Vice Dean for International Affairs, Virtual School	TUMS
	Dr. Soheil Saadat ¹	
EC member delegated to didactic coordination	Dean, School of Medicinal Sciences and Health Products	UNICAM
	Prof. Francesco Amenta	
EC member	Head of e-Health Department, Virtual School	TUMS
	Dr. Seyed Sina Marashi ¹	
EC member	Prof. Daniele Tomassoni	UNICAM
EC member	Director of International Affairs and Development	TUMS
	Dr. Enayat A. Shabani ¹	

3. EC would reach decision with half-plus-one consensus. In case of disputes, which cannot be settled based on this principle, the disagreement will be solved by an external arbiter who will be assigned after the approval of EC.
4. EC oversees the following:
 - a) Monitors that the principles of the Agreement are observed and takes necessary actions in case of any violation to this Agreement
 - b) Makes the final decisions related to JCT marketing and admission strategies
 - c) Makes the final decisions on the JCT Curriculum
 - d) Approves the changes to the curricula
 - e) Appoints Coordinators (COs)
 - f) Monitors registration of students and safekeeping of their documents
 - g) The beginning and termination of the JCT

¹ The TUMS affiliated members of the EC are legal entities

- h) Approves the changes to the student admission criteria
5. EC shall designate two COs whereby they will be the authorized contact person should any issues relating to JCT arise for the students. Dr. Seyed Sina Marashi and Prof. Francesco Amenta are the COs of Virtual School of TUMS and UNICAM respectively.
6. Dr. Mohammad Hossein Nekoofar as the Director of International Relations, Accreditation and Ranking and Prof. Claudio Pettinari, Responsible for International affairs are the supervisors of TUMS and UNICAM respectively in order to supervise and inspect the day-to-day execution of the current Agreement.

Final Provisions

1. The JTC under this Agreement will commence in July 2017 and will continue for three years. The collaboration on JCT could be extended for any duration by signing another agreement at the end of this three year period.
2. The present Agreement shall become effective upon the date of signature by the representatives of the two institutions, and may be terminated by the representative of either institution under approval of respective Senate by written notice. Such notice must be given at least 2 (two) months before the start of each JCT. Such termination shall not affect the rights of students registered in JCT under the present Agreement prior to the receipt of such notice, and those students shall continue their education until they terminate the course.

Agreed and Signed
University of Camerino
The Rector
Prof. Flavio Corradini



Date:

Agreed and Signed
Virtual School,
Tehran University of Medical Sciences
Prof. Ahmad Kaviani

S. Saadati
on behalf of Prof. Kaviani

Date:

Jul. 10. 2017

