

**APPLICATION FOR
FOCIS CENTER OF EXCELLENCE DESIGNATION**

The Federation of Clinical Immunology Societies (FOCIS) is devoted to advancing the science and medicine of clinical immunology through multidisciplinary educational programs. Towards this aim, FOCIS has created the FOCIS Centers of Excellence (FCE). The FCE are organized to intensify and accelerate local multidisciplinary scientific and clinical innovation, education, and advocacy worldwide.

This FCE application identifies and designates academic institutions with developing and/or established centers devoted to multidisciplinary clinical immunology. Applications are judged on the quality of the plan for their center. The maturity of the center is not a criterion; new and developing centers are encouraged to apply.

A FOCIS Center of Excellence is identified as a multidisciplinary group, based in an academic institution, encompassing three or more subspecialties/organ systems, with the following components:

1. Mission Statement:

State the purpose and aims of your center for advancing clinical immunology as a multidisciplinary field.

2. Governance System and Infrastructure:

Describe the organization of the Center within two to three pages:

- A. A written request to the FOCIS Center of Excellence Chair with request to be a Center of Excellence or fully accredited center.
- B. A letter of support from the Dean's office or equivalent administrative office (e.g., letter in appendix);
- C. A sponsorship letter from at least one member of the FOCIS Steering Committee, or a FOCIS Center of Excellence Director. It is important that this sponsor have personal knowledge of the proposed center, and ideal if a physical visit to the institution has occurred by the sponsor.
- D. Proposed leadership: identify a director who agrees to lead the Center for a minimum of three years. A Center must include a diverse faculty representing three or more clinical specialties who will form the executive or oversight (steering) committee;
- E. Plans to create an appropriate infrastructure for administration and other potential Center cores (e.g., participating members, leadership, advisory board, administrative/scientific/clinical core services, marketing and fundraising efforts including the potential to use the seed money to obtain matching or challenge funds to support the Center, the geography of the Center and its participants, and patient registry development plans);
- F. Plans for a lay advisory council focused on strategic development, fundraising, and community outreach.

3. Research and Personnel:

Describe the focus areas in basic and clinical research, the human biology components, and the goals for multidisciplinary activities. In an appendix, list current grants pertinent to the Center, and biosketches of Center faculty.

4. Clinical Innovation and Patient Registry:

Describe the programs engaged in clinical immunology, and proposed goals for multidisciplinary activity and clinical innovation in therapy. Describe interest in participating in a national, patient registry among the FOCIS Centers. In the appendix, list relevant ongoing clinical trials.

5. Education:

Present a clearly articulated education program serving the mission of the Center.

6. Community Outreach and Advocacy:

Describe opportunities or plans for CME and lay group education highlighting the interdisciplinary nature of clinical immunology (e.g., a session covering developments in genomics or infusion therapy involving diverse clinical fields). Describe potential advocacy activities (i.e., programming, education) with patients, patient groups, lay community, and government.

Application for FOCIS Center Designation

Director:

Institution:

Address:

Email:

Telephone:

Fax:

Please provide the following information in 2-3 pages, maximum.

1. MISSION STATEMENT

2. GOVERNANCE SYSTEM AND INFRASTRUCTURE

3. RESEARCH AND PERSONNEL

4. CLINICAL INNOVATION AND PATIENT REGISTRY

5. EDUCATION

6. COMMUNITY OUTREACH AND ADVOCACY

Please return to Sarah Krause, FOCIS Program Manager:

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