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GOVERNING PRINCIPLES for the INTERNATIONAL FEDERATION OF FACIAL PLASTIC SURGICAL SOCIETIES and its FEDERATED SOCIETIES

RATIONALE

Around the world, increasing numbers of surgeons are seeking to practice facial plastic and reconstructive surgery (FPRS). Together, facial plastic surgeons and their specialty organizations can play a major role in supporting the development of these aspiring surgeons. In turn, increasing numbers of facial plastic surgeons participating in their respective societies will strengthen the federated societies and promote the development of facial plastic surgery (FPS) as a specialty around the globe.

The International Federation of Facial Plastic Surgery Societies (IFFPSS) has a unique and pivotal role to play in enhancing the integration and organizational upgrades that will advance the recognition of FPRS training and expertise. This document outlines GOVERNING PRINCIPLES and REQUIREMENTS FOR FELLOWSHIPS for international cooperation to achieve these goals through the IFFPSS.

GENERAL GOVERNING PRINCIPLES:

- A) The IFFPSS mission is to integrate the various national and regional federated societies to coordinate their collective activities to develop, protect and promote the growth and stature of FPS globally.
- B) The IFFPSS and its federated societies are committed to creating opportunities through education and mentorship for aspiring facial plastic surgeons to maximize their professional potential and exemplify the highest standards of the profession.
- C) The IFFPSS and its federated societies are dedicated to providing value and engaging their surgeon members in the IFFPSS and federated society activities.
- D) The IFFPSS will recognize only one designated federated society in a nation or region. It will not recognize or accept as a federated society a new society which would compete with or be in opposition to its designated society. The IFFPSS reserves the right to change the society it recognizes in a given region under exceptional circumstances.
- E) All facial plastic surgeons in a country or region represented by a federated society must have their IFFPSS membership through their national or regional federated society. A facial plastic surgeon practising in a region not represented by a federated society will be an At-Large Member through direct application to the IFFPSS.

GOVERNING PRINCIPLES FOR FELLOWSHIP PROGRAMS, FELLOWSHIP DIRECTORS, AND CLINICAL FELLOWS

- A) IFFPSS Fellowship Program Requirements will be adopted and followed by all of the federated societies, with allowance for their own modifications as approved by the IFFPSS Fellowship Review Committee. The federated society will review and approve fellowship programs and refer their recommendation for accreditation to the IFFPSS.
- B) IFFPSS Fellowship Director Requirements will be adopted and followed by the federated societies, with allowance for their own modifications as approved by the IFFPSS Fellowship Review Committee. The over-arching goal is to establish criteria for Fellowship Director status that reflect the highest standards, while also acknowledging the various criteria that define professional excellence in clinical practice and teaching. The intent is to be as inclusive as possible while maintaining excellence in encouraging Fellowship Directors to establish Fellowship Programs.
- C) IFFPSS Clinical Fellow Requirements define eligibility criteria for acceptance into an IFFPSS-approved clinical fellowship and requirements for satisfactory completion of a clinical fellowship. Any federated society modifications to these Principles need to be approved by the IFFPSS Fellowship Review Committee prior to accreditation being granted.
- D) The IFFPSS adopts and follows the Governing Principles and Eligibility Requirements for ABFPRS, IBCFPRS and EBCFPRS Examinations and Certification which outline policies and procedures for all surgeons seeking to sit the board examinations and achieve subsequent certification.

REQUIREMENTS FOR IFFPSS FELLOWSHIP PROGRAMS, FELLOWSHIP DIRECTORS AND CLINICAL FELLOWS:

A. IFFPSS FELLOWSHIP PROGRAM REQUIREMENTS

- 1) The IFFPSS Fellowship Review Committee is responsible for setting overall standards and criteria for accreditation of the fellowship programs of the federated societies, recognizing there will be variances to account for national or regional differences. In turn, each federated society is responsible for developing criteria and guidelines that will best suit their purposes, but will be in concordance and compliance with the IFFPSS standards and criteria.
- 2) All fellowship programs within the region of a federated society will be referred on to the IFFPSS Fellowship Review Committee for their review to confirm accreditation.
- 3) All fellowship programs in a country not represented by a federated society will be accredited directly through the IFFPSS Fellowship Review Committee.
- 4) New fellowship programs will receive a probationary accreditation for one year prior to full accreditation. Full accreditation can be given for any period of time, from one year to five years, at the discretion of the federated society and the IFFPSS Fellowship Review Committee.
- 5) All fellowship programs will require re-accreditation at least once every five calendar years. Any program can be subject to an earlier accreditation review at the discretion of the federated society or IFFPSS Fellowship Review Committee.
- 6) Essential requirements for accreditation include a program of 12 months or more, either continuous or completed in full within a two-year period. At least six months must be spent with one Fellowship Director/Program, and no more than two other rotations completed elsewhere, totaling 6 months or more. The minimum time for a single rotation is 3 months. All programs/rotations must be in IFFPSS-approved fellowship programs, not Observerships.

- 7) IFFPSS evaluation forms must be completed by both the Fellowship Director and Clinical Fellow, reviewed by both parties, and submitted to both the federated society and IFFPSS, at the completion of their three, six and twelve month rotations.
- 8) Amongst others, a singular criterion for accreditation of a program is that the Clinical Fellow must sit the International Board for Certification in Facial Plastic and Reconstructive Surgery (IBCFPRS), American Board of Facial Plastic and Reconstructive Surgery (ABFPRS) or European Board for Certification in Facial Plastic and Reconstructive Surgery (EBCFPRS) examination at the completion of their fellowship year.

B. IFFPSS FELLOWSHIP DIRECTOR REQUIREMENTS:

- 1) The IFFPSS is responsible to set overall Fellowship Director standards and criteria for credentialing of Fellowship Directors in the federated societies, recognizing there will be variances to account for national or regional differences. In turn, each federated society is responsible for developing credentialing criteria, but these must be in concordance and compliance with IFFPSS standards.
- 2) It is expected that all fellowship programs meeting the IFFPSS Preceptor Guidelines will be accredited.
- 3) Applicants for Fellowship Director will apply through their federated society for their own credentialing and their fellowship program accreditation, respectively. This will be referred to the IFFPSS Fellowship Review Committee for review and approval.
- 4) A maximum of three Co-Directors is allowed for any fellowship program, recognizing there may be a larger number of additional surgeons engaged in teaching activities for the Clinical Fellow. A program accepting a “visiting” Clinical Fellow as part of their three-month rotation must designate a Co-Director for that block rotation.
- 5) Recognizing the broad and varied types of practice, experience, and academic contributions of Fellowship Directors, and with the goal of inclusivity to reflect this diversity, an objective, points-based system will be applied in assessing Fellowship Director applicants and programs. Criteria considered will include years in practice, (5-year minimum) annual procedural case load, publications and research, teaching, academic presentations and IBCFPRS certification status, amongst others. IBCFPRS certification is not mandatory to become a Fellowship Director, but is considered very positively.
- 6) The IBCFPRS and ABFPRS List of Acceptable Procedures will be used, respectively, depending on federated society jurisdiction, in assessing acceptable procedures for a fellowship program, Fellowship Director application or Clinical Fellow Operative Log.

C. IFFPSS CLINICAL FELLOW REQUIREMENTS:

- 1) The IFFPSS is responsible to set overall Clinical Fellow standards and criteria for acceptance of Clinical Fellows into federated and IFFPSS clinical fellowship programs, recognizing there may be some variances to account for national or regional differences. Any modifications by the federated societies to these standards and criteria must be approved by the IFFPSS Fellowship Committee.
- 2) The IFFPSS is responsible to set overall Clinical Fellow standards and criteria for acceptance of Clinical Fellows into federated and IFFPSS clinical fellowship programs, recognizing there may be some variances to account for national or regional differences. Any modifications by the federated societies to these standards and criteria must be approved by the IFFPSS Fellowship Committee.
- 3) Clinical Fellow applicants for IFFPSS-approved fellowship programs will apply for their program(s) of choice through their federated society and chosen Fellowship Director(s). Regardless of their nationality, previous country of residence, or country of residency training, they will be recognized as a Clinical Fellow of that particular country’s or society’s Fellowship Program. (eg. “European” Academy Clinical Fellow from Saudi Arabia completing an EAFPS fellowship in Switzerland). At-Large applicants from

regions without representation by a federated society will apply directly to the IFFPSS Fellowship Committee and will be recognized as an International IFFPSS Clinical Fellow. (eg. “International” IFFPSS Clinical Fellow from Germany completing an IFFPSS At-Large fellowship in Costa Rica).

- 4) Essential requirements for eligibility to apply for an IFFPSS fellowship include:
 - i) complete a nationally accredited residency program in OHNS or Plastic Surgery
 - ii) receive a primary specialist certificate in OHNS or Plastic Surgery from their national specialty board
 - iii) hold an unrestricted educational licence or medical licence to practice
 - iv) other criteria as may be determined by the federated society or IFFPSS
- 5) Regardless of a Clinical Fellow’s nationality or place of medical or residency training, he or she will have their fellowship experience reviewed for approval through the federated society which has jurisdiction over and responsibility for their fellowship program.
- 6) Successful completion of the fellowship requires the following essential criteria to be met:
 - i) full participation in all clinical and academic components of the fellowship program
 - ii) completion of a fellowship research or scholarly paper
 - iii) submission of a complete operative log
 - iv) sitting the IBCFPRS, ABFPRS or EBCFPRS exam
 - v) objective evaluation form submitted for each rotation, at least one at six months, one following each three-month rotation, and a final 12-month evaluation
 - vi) letter of attestation of successful completion of all fellowship requirements, along with an attestation of professional and ethical behaviour
 - vii) other criteria as may be determined by the federated society or IFFPSS
- 7) Upon successful completion of their Clinical Fellowship, which includes sitting for their respective IBCFPRS, ABFPRS or EBCFPRS examination, Clinical Fellows will receive a Certificate of Fellowship from both their federated society and the IFFPSS.
- 8) Clinical Fellows will sit for their EBCFPRS examination in London, England if their fellowship is an EAFPS-approved fellowship. When successfully certified, they will also receive IBCFPRS certification. They will sit in Washington, DC if their fellowship is under the jurisdiction of the AAFPRS or non-European IFFPSS federated society.