

## **Mutual Agreement**

**Between**

**National Authority for Quality Assurance and Accreditation in Education of Egypt (NAQAAE)**

**and**

**The Association of American Medical Colleges (AAMC)**

**and**

**The Liaison Committee on Medical Education Secretariat (LCME)**

**MEMORANDUM OF UNDERSTANDING**  
**Between the**  
**National Authority for Quality Assurance and Accreditation in Education of Egypt (NAQAAE)**  
**and**  
**The Association of American Medical Colleges (AAMC)**  
**and**  
**The Liaison Committee on Medical Education Secretariat (LCME)**

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**Whereas:**

The Liaison Committee on Medical Education (LCME) is the nationally recognized accrediting authority for medical education programs leading to the M.D. degree in U.S. and Canadian medical schools and is sponsored by the Association of American Medical Colleges (AAMC) and the American Medical Association;

The LCME acknowledges its commitment to enhancing the quality of medical education and has extensive experience in accreditation in the U.S.A.;

The LCME Secretariat will undertake the collaborative activities;

The National Authority for Quality Assurance and Accreditation in Education (NAQAAE) acknowledges its commitment to enhancing the quality of medical education and to continuous improvement of the accreditation system of Egypt;

The LCME Secretariat and the NAQAAE are interested in promoting cooperation between the aforementioned organizations in USA and Egypt;

The LCME Secretariat and the NAQAAE agree to collaborate on matters related to medical education and other higher education activities as defined by the attached "Objectives and Scope" and as agreed to by the LCME Secretariat and the NAQAAE;

AAMC enters into this Memorandum of Understanding on behalf of the LCME Secretariat;

To establish linkages for cooperation, the LCME Secretariat agrees to:

- Facilitate the exchange of representatives to observe both the LCME's and the NAQAAE's accreditation evaluation activities and the interchange of experiences between the LCME and the NAQAAE.
- Collaborate in the development of accreditation workshops and seminars to promote accreditation principles and facilitate the training of Egyptian medical education program evaluators.

## **Mutual Agreement**

**Between**

**National Authority for Quality Assurance and Accreditation in Education of Egypt  
and  
The Association of American Medical Colleges  
and  
The Liaison Committee on Medical Education**

### **Terms of Reference**

This agreement is between The Associations of American Medical Colleges and The Liaison Committee on Medical Education Secretariat, hereinafter referred to as 'LCME' and the National Authority for Quality Assurance and Accreditation in Education, Egypt, hereinafter referred to as 'NAQAAE'; The LCME Secretariat will undertake the collaborative activities.

**Whereas**, the NAQAAE vision is to "ensure quality, continuous development and efficient performance of Egyptian education institutions, of their systems and of their programs, in accordance with their mission statements and declared goals, and to gain the confidence of the community in their products, depending on distinguished and competent human resources, and based on internationally recognized evaluation mechanisms through an independent, neutral and transparent framework" and

**Whereas**, the education cooperation contemplated by this agreement is of mutual interest and benefit to NAQAAE and to AAMC represented by LCME secretariat, and will further the educational objectives of NAQAAE in a manner consistent with its status as a quality assurance organization and the educational objectives of LCME in accordance with its vision, mission and objectives;

**Whereas**, NAQAAE and LCME are independent Quality Assurance organizations and are committed to the development of quality assurance education programs in accordance with each other's mission and vision,

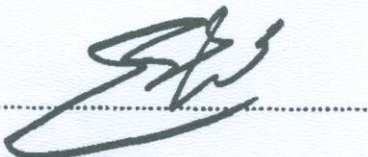
**NOW, THEREFORE**, the parties hereto agree to form a mutually beneficial agreement as follows;

- Promote and facilitate each other's participation in seminars and workshops about accreditation systems worldwide.
- Exchange information including documents, papers and surveys concerning accreditation processes and higher education quality assurance, respecting the sensitive nature of these materials and the strict confidentiality of information obtained during site visits to institutions.
- Recognize and comply with established policies regarding site visit observations at the respective institutions and LCME meetings, (e.g., with respect to disclosure of information).

The NAQAAE agrees to cover the travel and other related out-of-pocket costs for both the LCME Secretariat and the NAQAAE exchange visits as described herein.

This agreement is valid effective this Wednesday of January 7<sup>th</sup>, 2009 and may be revised through mutual agreement of both parties or terminated by either party with sixty (60) days notice.

Signed on Wednesday, January 7<sup>th</sup>, 2009

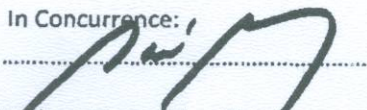


Magdy Kassem, Ph.D – Eng.  
President, the National Authority for Quality Assurance and Accreditation in Education (NAQAAE)

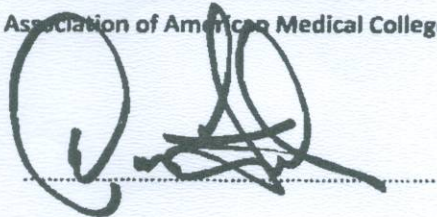


Barbara S. Friedman ~~Ph.D – M.D.~~  
Chief Finance & Administrative Officer  
Association of American Medical Colleges (AAMC)

In Concurrence:



Barbara Barzansky, Ph.D  
Director of Undergraduate Medical Education  
American Medical Association



Dan Hunt, M.D., M.B.A  
Senior Director of Accreditation Services  
Association of American Medical Colleges

### Objective and Scope

- Provide quality assurance – evaluation, assessment and continuous quality improvement of medical programs in Egypt and possibly the surrounding regions.
- Advance common goals and encourage common interest in assuring that high quality graduates are prepared to build up their professional career.

### NAQAAE's NEEDS ASSESSMENT for ACCREDITATION OF MEDICAL PROGRAMS

- Identifying expertise needed to support accreditation process.
- Reviewing and revising standards policies, procedures and practices.
- Defining strategic issues, barriers, and constraints.
- Capacity building for faculty members in the field of Quality Assurance.
- Recruiting, selecting, training, evaluating and recognizing program evaluators.

### IMPLEMENTATION PHASE

#### **PHASE I (January 5-7, 2008)**

The LCME Secretariat / the NAQAAE will identify appropriate elements of a strategic plan for the implementation of the NAQAAE quality assurance objectives, including the review of existing policies and the development of new policies and processes necessary to implement the strategic plan.

- LCME Secretariat Team made up of Drs. Hunt, Barzansky and Sabalis and, as appropriate to visit Cairo to conduct Phase I

#### **PHASE II**

The NAQAAE will visit LCME Headquarters to be introduced to LCME practices and documentation; to participate in discussions with LCME staff and others, as necessary, to understand LCME policies and planning; and to observe accreditation visits, reporting, and decision-making. The NAQAAE understands that it will be required to sign a confidentiality agreement regarding information obtained during the accreditation visits.

- NAQAAE team visit for a period of one week or more to LCME HQ to conduct Phase II

### **PHASE III**

The LCME Secretariat / the NAQAAE will plan for a process of accreditation of medical education programs in Egypt, to include selection and training of program evaluators, performance evaluation, and incentives to support the peer review process – mentoring team visitors.

- Seminars, workshops, and Webinars on program assessment and continuous quality improvement, accreditation documentation, and workshops for Egyptian medical faculties “mock” visits
- LCME Secretariat Team visit for an appropriate period of time to Cairo to conduct Phase III

### **PHASE IV**

LCME secretariat team will work with NAQAAE to consult and advice during some Accreditation visits to institutions of NAQAAE’s choice

### **PHASE V**

NAQAAE will visit the LCME Secretariat to participate as observers on one or two LCME Accreditation visits, commission meeting and LCME meeting pending approval of the LCME.

### **PHASE VI**

LCME secretariat team and NAQAAE will embark upon a series of visits to medical faculties in Egypt.