

Call for candidatures: Election to become a member of the SPHN National Advisory Board (NAB) (22.11.2019)

During the review of the SPHN Initiative over the last 9 months, several gaps were identified in the SPHN infrastructure landscape with a need for action. The National Steering Board of SPHN decided therefore to create a SPHN National Advisory Board (NAB). The focus of this new advisory body will be to strengthen the infrastructural aspects of the initiative.

In particular, the NAB will:

- i) provide advice on health research infrastructure development to the National Steering Board, the BioMedIT Board, and the Data Coordination Center;
- ii) identify gaps and areas with need for action related to these infrastructures and their operations;
- iii) formulate corresponding mandates and assemble a group of scientific experts as ad-hoc working groups;
- iv) coordinate the different mandated ad-hoc working groups.

By doing so, the NAB will contribute to national efforts for harmonization of research infrastructures and contextualize the SPHN efforts within the international landscape. The NAB shall take up its operations during the first semester of 2020. The current Scientific Expert Board (SEB) will be converted into an extended pool of experts for the mandated ad-hoc working groups.

A Call for candidatures is launched to elect a chairperson and 3 - 4 members of the National Advisory Board (NAB). SPHN is looking for experts in the following domains:

- 1. Patient, hospital, and citizen implications;**
- 2. ICT architecture and interoperability;**
- 3. Analytical technologies (e.g. *omics platforms);**
- 4. Health data management, life cycle, interoperability, bioinformatics.**

The NAB will be composed of a Chairperson and a maximum of 3 to 4 members covering the above-mentioned domains. Candidates shall have the experience and insight to identify strategically relevant infrastructural issues within SPHN, and the competences to steer and coordinate the different ad-hoc Working Groups responsible for tackling specific mandates. Candidates should thus be strongly involved in the infrastructural aspects and developments of SPHN and be able to dedicate time and commitment to the work of the Board and the overall initiative (0.5-1 day per week entitled to compensation as per the Compensation Regulations). The NAB will meet as often as business may require, but not less than three times a year. Members will be appointed to office for a term of four years and may be reappointed. Members from all SPHN partner institutions are eligible to apply.

Interested candidates are invited to submit their application, including a motivation letter, a CV, a declaration of interests, and list of publications to the SPHN Management Office by E-mail info@sphn.ch until **15 December 2019**.

Successful candidates will be invited for an interview and shortlisted candidates will be proposed to the National Steering Board, who will appoint the Chairperson and the members of the NAB during its meeting on 20 February 2020.

For further information, please contact the Management Office, Haus der Akademien, Laupenstrasse 7, CH-3001 Bern, Tel: +41 (0)31 306 92 95, info@sphn.ch.

Swiss Personalized Health Network: Mandate of the National Advisory Board (NAB) (24.10.2019)

Duties and Powers of the NAB

The National Advisory Board (NAB) is an advisory body to the entire SPHN as outlined in Article 13 of the Rules of Procedure.¹ The NAB is not an executive decision-making body, unless the National Steering Board (NSB) gives a mandate to the NAB.

In particular, the NAB has the following duties:

1. **Infrastructure Roadmap:** Provide advice on health research infrastructure development to the National Steering Board (NSB), the Data Coordination Center (DCC), and the BioMedIT Board, similar as the ELSI advisory group does for ethical aspects of the initiative.
2. **National SPHN Landscape:** Coordinate, examine and address issues related to health research infrastructures and their operations. Contribute to national efforts of harmonization of research infrastructures. Identify and report issues to the NSB, DCC and/or to the BioMedIT Board.
3. **Gap Analysis:** Identify gaps and areas with need for action in close collaboration with the SPHN driver projects, infrastructure providers, and working groups of the DCC.
4. **Mandated SPHN Working Groups:** Formulate mandates for solving those issues by bespoke expert working groups. Monitor the establishment, progress and timely elaboration of the mandate deliveries of the working groups.
5. **International Benchmark:** Contextualize SPHN efforts within the international landscape. Evaluate new technologies, standards, and processes resulting out of SPHN projects or international efforts and make recommendations regarding their endorsement and implementation in the SPHN ecosystem.

Composition | Appointment | Term of Office

1. The NAB should be composed of a Chairperson and a maximum of 3-4 members covering the following core domains of SPHN:
 - a. Patient, hospital, and citizen aspects;
 - b. ICT architecture and interoperability;
 - c. Analytical technologies (e.g. *omics platforms);
 - d. Health data management, life cycle, interoperability, bioinformatics.
2. The members of the NAB shall have the experience and insight to identify strategically relevant infrastructural issues within SPHN requiring solutions, and the competences to steer and coordinate the SPHN Working Groups responsible for tackling specific mandates.
3. Members of the NAB should be strongly involved in the infrastructural aspects / developments of SPHN and able to dedicate time and commitment to the Initiative.
4. The members of the NAB and the Chairperson shall be appointed by the NSB following a call for candidatures. Eligible are members of SPHN partner institutions. They shall be appointed to office for a term of four years and may be reappointed.
5. The NAB shall coopt a representative of the DCC and of the Management Office (MO)

¹ To be adapted accordingly to reflect the transition from «SEB» to «NAB».

without a right to vote.

6. The Chairperson of the NAB participates in NSB meetings with a consultative vote.

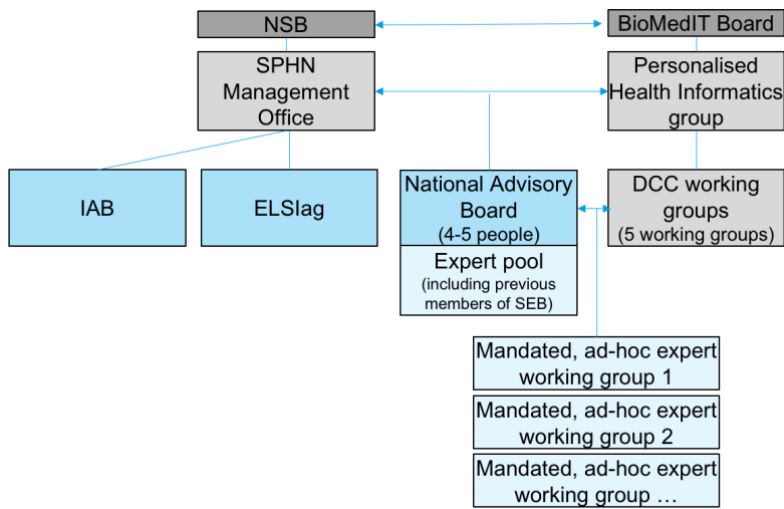
Meetings | Working principles

1. The NAB shall meet as often as the business may require, but no less than three (3) times a year.
2. NAB members are expected to dedicate 0.5-1 day per week to the work, entitled to compensation as per the Compensation Regulations.
3. The meetings shall be called by the Chairperson of the NAB or by the representative of the DCC on her/his behalf. In addition, every member of the NAB may request the convocation of a meeting by the Chairperson by submitting a written agenda for the meeting to be called.
4. In case an issue is discussed in which a NAB member has vested interests, she/he will have to withdraw from the discussion.
5. The principle of "ad personam participation" shall apply; participation of proxy shall not be allowed.
6. The NAB shall propose the formation and funding of "**Mandated SPHN Working Groups**" to the NSB.
7. External/international experts as well as representatives from the working groups shall be co-opted on an ad-hoc basis without a right to vote, where needed.
8. Efforts by the NAB can be financially supported by SPHN according to the SPHN bylaws.

Expert Pool | Mandated SPHN Working Groups

1. The NAB shall assemble a group of scientific experts (Expert Pool) with in-depth knowledge of the field of personalized health who are prepared to serve as members of Mandated SPHN Working Groups.
2. The initial Expert Pool shall be composed of the current members of the "Scientific Expert Board (SEB)", the "DCC working groups", and shall be extended by national and international experts as needed.
3. Members of the Expert Pool shall be regularly informed by the SPHN DCC and the MO about the latest developments and progress of SPHN to allow them to act efficiently as part of their role within the Mandated SPHN Working Groups.
4. The integration of experts working in specific disease areas (e.g. oncology, immunology) in the Expert Pool should be encouraged.

Figure 1: Transition from Scientific Expert Board to National Advisory Board



Swiss Personalized Health Network

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**SPHN-National Advisory Board:
Publication des liens d'intérêts ***

Titre: Prénom: Nom:

Institution:

Adresse: CP: Lieu:

Profession/emploi:

1. Contrat de travail, position de dirigeant ou mandat dans une entreprise privée ou de service public.

2. Activité de conseiller ou d'expert rémunérée auprès d'une entreprise privée et autres honoraires perçus dans les deux dernières années (>CHF 10'000.- par an).

3. Financement d'études scientifiques (Tous les paiements perçus de la part d'une entité du secteur privé au cours des deux dernières années dans le cadre d'un projet de recherche doivent être déclarés, dans la mesure où ils dépassent CHF 50'000.-).

4. Activité actuelle au sein d'un comité de direction dans une organisation professionnelle et/ou une société de discipline.

5. Participation au capital dans une société privée (quel qu'en soit le montant) et participation au capital de \geq CHF 10'000.- par an ou de \geq 5% dans une société anonyme dans le domaine de la recherche biomédicale ou médicale.**

6. Droits de propriété intellectuelle, qui pourraient se traduire par un avantage financier et qui relèvent du domaine thématique de SPHN. Droits de propriété intellectuelle sur un brevet, une demande de brevet ou le droit d'auteur sur un logiciel.

Remarques:

Date:

Signature:

* en accord avec les directives «Collaboration corps medical-industrie» ** La participation en capital inclut les actions, les options sur actions, les fonds et toutes autres droits de participation.