



Interregional Workshop on Transitioning from 2-D to 3-D Radiation Therapy for Cervical Cancer with Emphasis on External Beam Radiotherapy and Brachytherapy

Organized by

The International Atomic Energy Agency in Cooperation with the
Government of Japan

through the

Department of Radiation Oncology; International Medical Center;
Saitama Medical University

Saitama-Ken, Japan

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Information Sheet

Purpose

The purpose of the event is to discuss the development of an effective, efficient and safe transition from 2D to 3D techniques in radiotherapy for cervix cancer including external beam radiotherapy (EBRT) and brachytherapy (BT) and to review the progress of and project activities for 2020-2021.

Working Language(s)

The working language(s) of the event will be English.

Deadline for Nominations

Nominations received after 30 June 2019 will not be considered.

Project Background

In recent years, the technology of radiation oncology has been advancing at a very rapid rate. It has been shown that modern radiotherapy techniques have an impact in the oncologic outcome in cervical cancer. However, it is also well recognized that the sophistication of technology available in individual radiation therapy centres varies dramatically throughout the world.

Modern radiotherapy for cervical cancer is a multi-disciplinary process involving complex equipment and procedures for the delivery of treatment. Increased use of more advanced techniques, based on the use of cross-sectional imaging for treatment planning and dose delivery, creates new needs for adequate management of the whole treatment process.

The effective, efficient and safe transition from 2D to 3D radiotherapy techniques for cervical cancer requires a high level of knowledge of the underlying processes and technologies, as well as a basic methodology for quality management, that includes, but is not limited to quality assurance and quality control procedures.

Scope and Nature

This five days' workshop is intended to provide an overview of the basic aspects for the transition from 2D to 3D techniques in radiotherapy (EBRT and BT) for cervix cancer.

The workshop will consist of lectures, presentations, discussion and practical demonstrations. Materials produced by the IAEA will be used and explained. Standards in quality management, technological tools, guidelines, regulations and good practices will be discussed. Discussions will identify opportunities for improvements in quality management and operation of radiotherapy centres.

In the workshop, world leading lectures and experts being active in front line of radiotherapy will provide the latest knowledge and skills for the adequate transitioning from 2D to 3D in radiotherapy for cervical cancer.

Participation

The event is open to 40 participants from Member States.

The workshop is open to 40 participants from IAEA Member States participating in the project INT6062. Each Member State should submit up to three nominations preferably working in the same institution, responsible for the implementation of the services for cervical cancer treatment: one Radiation oncologist, one Medical physicist, and one Radiation Therapy Technician.

Participants' Qualifications and Experience

Candidates should be qualified professionals in the above-mentioned fields (Radiation oncology, Medical physics, and Radiation Therapy Technicians) with at least 3 years of work experience in radiotherapy department. Members of the team involved in cervical cancer treatment services, preferably from the same institution, will be considered preferable for the course. As the training course will be conducted in English, participants should have sufficient proficiency to follow lectures and express themselves in the language without difficulty.

Application Procedure

Candidates wishing to apply for this event should follow the steps below:

1. Access the IAEA TALEO page (<https://iaea.taleo.net/careersection/ex/jobsearch.ftl>) and complete the Candidate Profile.
2. Be registered on the Nucleus page of the IAEA (<https://nucleus.iaea.org/>).
3. Through Nucleus, access the InTouch+ platform where the Profile is completed (My Profile tab) (<https://nucleus.iaea.org/Pages/InTouchPlus.aspx>).
NOTE: The email used for TALEO and Nucleus must be the same. If not, the candidate's profile will not appear complete.
4. On the InTouch + platform, under the 'My InTouch +' tab, the candidate needs to:
 - a. select the institute / organization that he/she works at / represents ('My Institute' section);
 - b. click on the link called '**Refresh Personal History Form**' to update the system, *otherwise the nominations submitted will have these fields empty and it will not be possible to evaluate them during the selection of candidates* ('IAEA Recruitment Platform' section).**NOTE:** Once the above steps are finalized, the candidate's profile will appear as completed and he/she can apply for Technical Cooperation events.
5. In the InTouch+ platform (<https://intouchplus.iaea.org>), in the 'Applications' tab, search by the event number provided in the invitation.

The help for each step is located at the top of the page. For additional help on how to register, create a profile and apply for an event, please refer to the online guide and training videos available under the following links: [how-to guide](#) and [training videos](#). Any issues or queries related to the new system can be addressed to InTouchPlus.Contact-Point@iaea.org or TC-AIPS-PL4.Contact-point@iaea.org.

Should this not be possible, applicants may download the Nomination Form for the ME from the IAEA website <https://www.iaea.org/services/technical-cooperation-programme/how-to-participate>.

Applications should contain sufficient information to establish that the nominees have the required qualifications. Please note that the information regarding LANGUAGE SKILLS, EDUCATION AND WORK EXPERIENCE is exported from TALEO. If an applicant's profile in TALEO is not updated, the information in INTOUCH+ for these sections appears as empty and the candidates cannot be evaluated. Completed applications need to be endorsed by the relevant national authority, i.e. the National Liaison Office and submitted through the established official channels.

Administrative and Financial Arrangements

Nominating authorities will be informed in due course of the names of the candidates who have been selected, and will at that time be informed of the procedure to be followed with regard to administrative and financial matters.

Selected participants will receive an allowance from the IAEA sufficient to cover their costs of lodging, daily subsistence and miscellaneous expenses. They will also receive either a round-trip air ticket based on the most direct and economical route between the airport nearest their residence and the airport nearest the duty station through the IAEA's travel agency American Express, or a travel grant, or they will be reimbursed travel by car/bus/train in accordance with IAEA rules for non-staff travel.

Disclaimer of Liability

The organizers of the event do not accept liability for the payment of any cost or compensation that may arise from damage to or loss of personal property, or from illness, injury, disability or death of a participant while he/she is travelling to and from or attending the course, and it is clearly understood that each Government, in approving his/her participation, undertakes responsibility for such coverage. Governments would be well advised to take out insurance against these risks.

Note for female participants

Any woman engaged by the IAEA for work or training should notify the IAEA on becoming aware that she is pregnant.

The Board of Governors of the IAEA approved new International Basic Safety Standards for Protection against Ionizing Radiation and for the Safety of Radiation Sources. The Standards deal specifically with the occupational exposure conditions of female workers by requiring, inter alia, that a female worker should, on becoming aware that she is pregnant, notify her employer in order that her working conditions may be modified, if necessary. This notification shall not be considered a reason to exclude her from work; however, her working conditions, with respect to occupational exposure shall be adapted with a view to ensuring that her embryo or foetus be afforded the same broad level of protection as required for members of the public.

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