

## THE PROGRAMME FACULTY

Professor Adam Windak: Jagiellonian University Medical College, Krakow, Poland, College of Family Physicians in Poland

Professor Roar Maagaard: Danish College of General Practitioners

Professor Ruth Kalda: University of Tartu, Estonia

Dr Renzo De Gabriele: Primary Health Care Department, Malta

Dr. Dimitrios Karanasios: Hippocrates - Association of General Practice / Family Medicine of Greece

Jo Buchanan, GP & Educator, Sheffield, UK, former President of EURACT

## LOCAL ORGANISER

Dr. Martine Granek-Catarivas, Department of Family Medicine, Tel-Aviv University, Israel Association of Family Physicians.

## CRITERIA FOR APPLICANTS

To be successful an applicant must satisfy a number of conditions. These are:

### Essential

1. Has support from an academic institution (e.g. college or GP association, or university department).
2. Identify an educational supervisor for the programme.
3. Be fluent in spoken and written English.
4. Be a proficient EURACT Level 2 GP trainer or equivalent (detailed CV to be sent together with the application).

### Desirable

1. Has experience as a teacher in GP education.
2. Be personally committed to develop as an expert teacher.
3. Be able to devote sufficient time to the programme.
4. Has carried out academic work in the past, such as educational research.
5. Has participated in basic or advanced teaching skills courses.
6. Has previous experience in international activities.

## IDENTIFYING AN EDUCATIONAL SUPERVISOR

Supervisors should be prepared to support the activity of participating doctors through reviewing and criticizing their work, providing feedback, advice and support. They will need to meet once during the pre-course period (A), monthly during the inter-course work (C) and once during the final phase (E). They would normally be a senior expert in GP education based in the academic institution of the applicant, and should be appointed in conjunction with the representative of the partner institution, who will be responsible for notifying the project secretariat the details of the supervisor, and that they have agreed to accept this role.

## ORGANIZATIONAL INFORMATION

Participants should take special note of the pre-course work, described above, which is required before the first meeting. This is very important in ensuring your success on the programme, as your work will form the basis of the study day.

The whole course will be held in English.

All teaching materials will be provided in English.

Only a limited number of places are available.

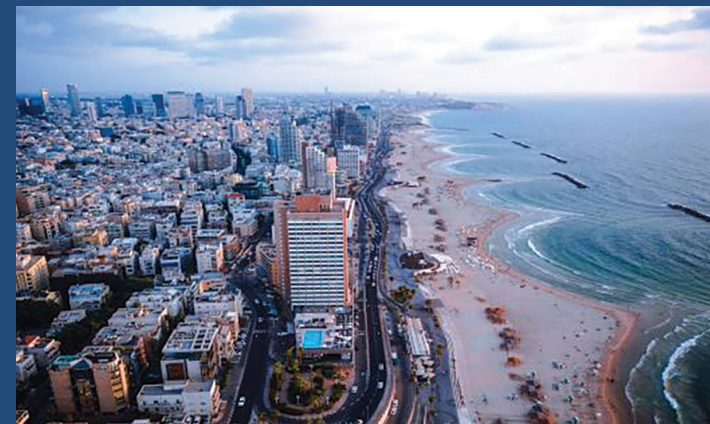
The course fee for the entire course is €800 (€750 for EURACT members who have paid their membership fee for the year 2023). This will include tuition, course materials, lunch, dinner and a social programme for the entire duration of the study days. Participants will have to pay for their travel expenses and accommodation.

EURACT will be sponsoring 6 places, covering accommodation on the basis of 2 participants sharing a room.

Sponsored participants will have to pay a registration fee (reduced sponsored fee) equal to 3 times their national EURACT fee and their travel expenses.

Following is further information concerning the course. Please complete the application form, provided as a supplement to the information leaflet.

**Deadline for application:  
31 July 2023**



# Leonardo EURACT level 3 Programme FOR TRAINERS IN FAMILY MEDICINE

**Part I – Opening Session:  
16-17 November 2023, Tel-Aviv, Israel**

**Part II – Reviewing Session:  
June 2024, to be announced, online**



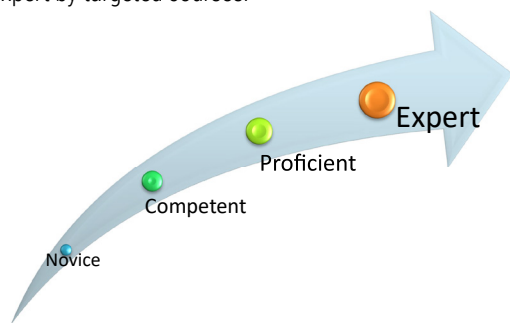
**Level 3  
From Proficient to Expert**

## BACKGROUND

EURACT has been providing teaching courses for several years and developed the Level 1, 2 and 3 courses for trainers in Family Medicine.

It has become apparent that there is a need to unify current knowledge of GP/FM training, current approaches and existing expertise, through developing a new high quality conceptual framework in Europe. This framework in the future would be expected to guide the development of GP/FM educators and set the basic standards for training the trainers at different levels. It should also provide a sustainable background for the harmonization of GP/FM training throughout Europe.

The framework is based on an expertise model for general practice teachers, with the aim of facilitating progression from novice to expert by targeted courses.



## WHAT IS THE LEVEL 3 PROGRAMME?

It is a programme designed to help develop proficient educators (e.g. university lecturers, training programme organisers, experienced trainers) to the level of educational experts, with the capability of enhancing their own educational expertise and provide skills training for future GP teachers. Those who progress to this highest level will be expected to pertain a European teaching skills programme, ensuring that it is cascaded beyond the original partner organizations to other European countries. The methods used in this project will promote a common European approach and a harmonised delivery of the GP training curriculum. During this programme, participants will work with their peers from other European countries and gain an understanding of the advantages of such a common European approach. Programme members will need the support of an academic institution and will need to have an identified educational supervisor.

## THE PROGRAMME STRUCTURE

The programme is structured in the same way as a Masters module, with of the time spent in self-directed study, supported by three days of course work over two parts separated by several months.

### A. Pre-course work:

1. Develop a Personal Development Plan as a teacher; discuss it with own supervisor.
2. Carry out a learning needs analysis of the GP educators in own programme/region/country.
3. Prioritise learning needs that have been identified and reflect on what educational interventions are needed.
4. Familiarise with the course materials for the Level 2 and Level 1 courses.

### B. Part 1 (16-17 November 2023, Tel-Aviv):

1. Introduction of the programme, the faculty and the participants.
2. Presentation of the Framework for Continuing Development of Teachers in GP/FM
3. Structure and requirements of Leonardo level 3 programme
4. Small group work on the proposals for individual projects (3 groups)
5. Small group presentations of the shared and revised ideas for the projects
6. Key-note lecture
7. EURACT Appraisal Programme - hands on workshop
8. Conclusions and final arrangements

### C. Personal work between study days:

1. Meet supervisor at least monthly.
2. Keep learning log.
3. Prepare concrete plans for educational intervention(s).
4. Prepare course materials, including a literature review.
5. Regular contact with "buddy"/co-mentor.

### D. Part 2 (June 2024, online):

1. Present plans to group for feedback.
2. Small group work on developing an educational framework.
3. Finalise plans for delivery of individual modules revised as necessary.
4. Large group discussion on preparing implementation plans.
5. Publication and promulgation (including WONCA conference).
6. Developing a network.

### E. Final phase

1. Deliver course.
2. Submit a written report of the whole process (8000 words).
3. Submit personal Appraisal Portfolio.

## HOW WAS THE PROGRAMME DEVELOPED?

The programme was developed by a small working group in EURACT, and then subjected to critical review by EURACT Council.

The members of the development group were Dr. Egle Zebiene, Professor Igor Svab, and Professor Justin Allen. The first Level 3 course was originated in Portugal and was held between December 2011 and June 2012. The second one took place in Malta and Thessaloniki (Greece) between October 2017 and June 2018. This one will now be the third Level 3 course and will be hosted by Israel, in Tel-Aviv for the first part and online for the second part.

Thank you for your interest in participating to Leonardo EURACT course level 3, which will be held at Ruth Daniel Residence in Jaffa-Tel Aviv, <https://mishkenot-jaffa.co.il>, in a central and easily accessible location, close to the sea shore, the flea market and lively street shops and restaurants.

Only a limited number of places are available.

Applicants should send this Application Form together with their *Curriculum Vitae* to [barbara.toplek@mf.uni-lj.si](mailto:barbara.toplek@mf.uni-lj.si) until 31<sup>th</sup> of July 2023.

The organisers will confirm acceptance of the applicants until 15<sup>th</sup> of August.

EURACT will be sponsoring 6 places, for EURACT members only.

**Sponsored participants** will pay a reduced registration fee equal to 3 times their national EURACT fee.

Food and accommodation for 3 nights in a shared hotel room for two participants, will be covered by the local organiser (15<sup>th</sup> till 17<sup>th</sup> November).

**Non-sponsored participants** will have to cover all the following expenses:

Course fee: 800 Euros (reviewing session in June 2024 is included)  
750 Euros for EURACT members

Food and accommodation:

105 Euros per night per person in a shared double room  
85 Euros per night per person for a single supplement

Non-participant accompanying person: 100 Euros supplement for food and entertainment coverage.

**All participants** will pay for their travel expenses.

EURACT's Member Service Committee will conduct the sponsorship process according to a table of pre-set criteria and announce the resulting attribution to the eligible candidates until 15<sup>th</sup> of August.

Final registration and payment are to be completed until 31 of August 2023.

If payment is not received in due time, the applicant will be considered as having lost interest in the course, and the organisers will cancel the application.

All information about membership and sponsorship criteria is available on Euract site.

Participants are expected to make all the arrangements concerning travel and airport transfers and should arrive on Wednesday evening 15<sup>th</sup> of November.

Detailed information about travel between the airport and the course venue will be sent to accepted participants prior to the course.

**Note that a free guided tour to Jerusalem** will be organised and offered by the Israel Association of Family Physicians to all participants on Saturday 18<sup>th</sup>. Interested participants should plan their return flight late on Saturday 18<sup>th</sup> or next day

# APPLICATION FORM

Please send this form to [barbara.toplek@mf.uni-lj.si](mailto:barbara.toplek@mf.uni-lj.si) with your attached CV **until 31<sup>st</sup> of July**.

Name: \_\_\_\_\_

Surname: \_\_\_\_\_

Nationality: \_\_\_\_\_

Professional title: \_\_\_\_\_

Address: \_\_\_\_\_

Country: \_\_\_\_\_

Email: \_\_\_\_\_

Telephone: \_\_\_\_\_

Mobile: \_\_\_\_\_

Are you a EURACT member for the year 2023: Yes  No

Do you apply for sponsorship by EURACT: Yes  No

Have you previously been sponsored by EURACT: Yes  No

If Yes, for which EURACT activity:

When: \_\_\_\_\_ Where: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Awaiting for meeting you in person, for any additional questions, please contact:

**Dr. Martine Granek-Catarivas**

Department of Family Medicine

Sharon Shomron District, Clalit Health Services

Israel Association of Family Physicians

[Martinegc@hotmail.com](mailto:Martinegc@hotmail.com)