

Reports of Standing Committees

**EURACT Council meeting
May 7–10, 2003
Vilnius, Lithuania**

Report of CME Committee

CME/CPD Committee, May 8th 2003 Vilnius

Present: Paula Vainiomäki (chair), Bernardine Wanrooij, Jan Heyrman, Filipe Gomez, Juliana Popa

The document “Continuing Professional Development in Primary Health Care - Quality Development integrated with Continuing Medical Education” was finally available in printed form. The discussion was focused mainly on distribution and implementation of the document.

Distribution:

Jan Heyrman had discussed with the Luc Seuntjens (main author of the document from EQuiP side) and had the opinion, it will be EURACT task to take care of the distribution.

The mail distribution plan prepared was to ask EURACT council members to provide addresses for

- national colleges and associations
- national university departments of general practice and
- national authorities responsible for setting up or financing accreditation

PG members get copies from Agnes and send the document to above mentioned in their own countries. An accompanying letter will be drafted by Jan Heyrman. PG members are able to use their own accompanying letter in addition.

Paula Vainiomäki will discuss with Luc Seuntjens to guarantee, there is anything against this plan in EQuiP. She felt the ownership concerning the document has been bigger by EQuiP side than by EURACT.

Document will be presented in the workshop in Ljubljana, run by Margaret O’Riordan and Paula Vainiomäki.

Documents should be available on the desk of WONCA in Ljubljana aswell.

The document will be posted on the website of both organisations.

The main authors of the document should discuss publishing of the document in the European Journal of General Practice. Probably it will need a short introduction written by the main authors, and only the core part of the document will be published.

Accreditation issues

This will be the main point in the implementation process.

- Jan Heyrman is willing to do an inventory concerning the current status of accreditation. Second key informant will be asked from the council members.
- A more exact plan for implementation will need more preparations. EQuiP people will be invited when needed.

Other issues

The committee will go on with a name CME/CPD –committee, because the terms are overlapping. If we wish to accredit courses, it will not be CPD, because CPD concerns more on individual. Heyrman promised to send information he has written concerning the definitions.

Paula Vainiomäki

Later on, it came out, that EQuiP has an own opinion concerning the distribution of the document.

Report of BME Committee

The BME standing committee met in Vilnius with Yonah, Anders, Francesco, Stefan, Job, Gertraud, and Okay in attendance and discussed 2 issues.

The first was the workshop on improving teaching in BME using video review of teaching sessions. Anders made a video recording of a teaching session with a medical student and Yonah prepared some slides with background material on the theory of feedback and video review. Other members of the group contributed ideas on the suggested process and content of the workshop. As of the publication of this report, we are pleased to report that the workshop in Ljubljana was a success. The hall was full and a lively discussion took place with a large number of active participants. Thanks are due to all members of the committee for their contributions and to the Council members and EURACT members who attended.

The second issue discussed was the checklist for teachers preparing a teaching practice. An excellent draft has been prepared by Stefan and will be re-circulated for further comments. We intend to publish the checklist as a EURACT booklet.

Yonah Yaphe

Report of Specific Training Committee

Present: Margus Lember (chair), Dolores Fores, Llukan Rrumbullaku, Fergus O`Kelly, Janos Szabo, Roar Maagaard

Statement on Selection of Trainers and Teaching Practices. Feedback from countries will be sought. Fergus has contacted Colin Bradly, Editor of the European Journal of General Practice to look into possibilities and possible format of the paper informing readers about the EURACT statement and asking for a feedback. The decision was made to put the document on the website of the journal and publish an introduction to this document. The draft will be written by Margus, edited by Fergus, this will be done by Leicester meeting.

Trainee Assessment. An EURACT workshop has been accepted by the Ljubljana conference "Assessment in European Vocational Training in General Practice". The workshop is scheduled for June 20, at 13.30-14.45. Schedule was agreed as follows:

Margus Lember- Introduction to the topic (presentation of some of the basic terminology used in assessment, presentation of the review among the EURACT council members about the methods used in VT assessment) (15 min.)

Dolores Fores- From summative to formative assessment in Spain (15 min.)

Roar Maagaard- Formative assessment during the training in Denmark (15 min)

Fergus O`Kelly- OSCE and assessment of video-recorded consultation. (15 min)

General discussion (15 min)

The questionnaire will be analysed by Janos by May 31 and forwarded to Margus.

Selection of trainees is another topic for future work. Huge differences are existing between European countries. Overview of the current situation, working out EURACT recommendations and workshops at the WONCA conferences will be the method of work. Llukan and Janos promised to prepare the first draft of the questionnaire on selection of trainees by the Leicester meeting.

Presentation at the Leicester meeting at the conference with UK-EURACT members. On behalf of the specific training committee the presentation will focus on the selection of trainees.

Margus Lember

Report of Member Service Committee

Chairing – Egle Zebiene

Members: Adam Windak, Athanasios Simeonidis, Justin Allen, Igor Švab

E. Z. Presented summary of sponsored places in courses patronised by EURACT –“teaching the teachers” course in Bled and CNGE course. Until now number of applications received was bigger than number of sponsored places. After decision, taken by EURACT Council, that successful applicants cannot apply for sponsorship for following 5 years, it was decided to ask country representatives to encourage other members to apply for sponsored places in courses mentioned.

It was decided to continue with sponsorship for Bled and CNGE courses, asking course organizers to send full information about course to EURACT webmaster at least 3 months before the event. Bernard Gay and Igor Švab informed about the decision.

To encourage new members and provide them more information about EURACT, Council decided that after approval of new members Agnes will send them EURACT booklet and welcome letter of President.

Further activities, planned by Committee, included training the trainers course, designed specially for teachers that are involved in one-to-one teaching in primary care practices. Common agreement was that pilot course should be run in Poland, spring 2004. National representatives from 6 countries will select 24 participants (4 from each participating country) to this course. Participants should be connected with teaching institution to ensure sustainability of the project later on. 7 half-day sessions to be run by invited experts. After the course groups of participants should be able to repeat this course to their teachers in their own country. Experts participating in this course together with Leonardo da Vinci project will prepare educational materials for the course,

Applications for financing the course will be presented to ESGP/FM, Open Society Foundation, and Leonardo da Vinci project in Poland. EURACT will also contribute, by decision of Executive Board, to the project, providing experts and supporting project financially. Travel expenses will be paid by participants themselves (or their teaching organizations), due to that decision was to invite participants from nearby countries.

PROJECT OF PILOT COURSE

It is targeted to beginning teachers, not having teaching skills. At the end of the course participants should be able to develop and demonstrate teaching skills, repeat the course in their own country.

Preliminary time: Spring 2004

Place: Krakow, Poland

Course leader: Adam Windak

Target group: 24 persons, 4 teachers from each country (Poland, Slovakia, Lithuania, Estonia, Czech Republic, Hungary).

Resources: ES, Open society foundation (program East-East), EURACT, Leonardo da Vinci programme, run by Polish Society of Family Doctors.

Program

SESSION	TOPIC	SUBTOPICS	<i>METHODS</i>
Session 1	Introduction	What is a GP (teacher) What is the course for	Presentations with written materials (bibliography) Discussions in group (workshops) Practical implementation
Session 2	Preparation of practice for teaching	Equipment Staff Records Building processes	Discussions in group (workshops)
Session 3	Educational theory	Learning Adult learning Learning styles Stages of learning (hierarchy)	Presentations with written materials (bibliography) Workshops
Session 4	Assessment of learner	Wants/priorities Needs Record of prior learning MSQ	Theoretical background Group discussions
Session 5	Designing the programme	Ordering Priority Flexibility review	Confidence rating scale
Session 6	Delivering the training programme	Skills Methods Feedback	Video Live Simulated patients Clinical problem solving skills
Session 7	Assessment	Methods Theory Formative/summative assessment	Theory Video Group discussions

Tasks for MSC:

- Development of project proposal (Egle, Adam)
- RESOURCES: Leonardo programme (Adam), EAST-East (Egle), application for ESGP/FM (Egle), specify the programme (Igor).

Application to ESGP/FM has to be prepared by August 15th, 2003.

After the pilot course, run for CEE countries, Council members expressed interest in repeating it in future in Portugal and one of Balkan countries.

By decision of EB, course will be presented by E.Z. during EURACT Forum at WONCA Europe 2003 conference in Ljubljana.

Egle Zebiene