

Reports of Standing Committees

**EURACT Council meeting
April 20 – 23, 2005
Lillafüred, Hungary**

Report of CME Committee

CME/CPD COMMITTEE MEETING April 21st 2005,

Present: Samira Herenda, Jan Heyrman, Jaroslava Lankova, Iuliana Popa, Ruta Riba, Paula Vainiomäki (chair and reporter), Mladenka Vrcic-Keglevic,

- 1) The chair welcomed Jaroslava Lankova, the new member of the group.
- 2) Toolbook. According to the discussions in Madeira and Aarhus, an easy, simple and elementary book was supposed to be prepared for the use of practicing GPs, including GP teachers, to motivate them to start with their own professional development plan.

Jan Heyrman had sent a draft for group members some weeks ago with few responses from the members. The draft had been prepared by an educationalist and Jan. It tries to induce the learning cycle, starting from defining the learning needs, making a learning agenda, setting out priorities, then organising a learning process, and reporting it finally in a portfolio. For each of the steps, the toolbook gives three methods, implemented and piloted in Belgium.

According to the discussion, the draft does not include aspects like population view and assessment of one's own work, and in addition to personal learning plan other elements of CPD are missing. The draft was discussed main focus being on the high, mainly academic level of the draft, and it was supposed not easily to be applicable by GPs and GP- teachers all over the Europe. A remark was also made that there are many academic level books on the CPD topic already available.

During the long discussion and analysis of different options, it was finally decided to have two different publications in plan: 1) a short version (possibly a series of leaflets) for elementary and ordinary use with the main idea to motivate GPs and GP-teachers in CPD, but 2) also an academic level paper, consisting also of other issues in continuing professional development as personal learning plan.

Proposals were made that the group could meet in Vienna one day before council meeting if needed, but no actual decision was made on this. Another option would be to meet experts on CPD, but just after some work has been done. The group had used Rughani's book as a reference (Rughani A, The GP's guide to Personal Development Plans, Radcliffe Medical Press 2000). Jan presented another book, Wilcox & Campion-Smith: Practice Professional Development Plan.

ACTION PLAN: the group committed to the challenge of publishing a short version and an academic version. Members promised to send their ideas to Paula (pavaini@utu.fi) within two weeks (before 3rd May). Paula will send reminders and support the e-mail –discussion. The content for both publications will be drafted by Paula with the help of Jan, based on the ideas of members.

- 3) Kos conference. Jan had sent in again the Amsterdam abstract for a workshop on behalf of the group. The abstract was not available presently, and it was unclear whose names were on the abstract.
ACTION PLAN: Jan will take care of the workshop, but tries to involve group members in the workshop planning and running. Jan will also send the abstract text with the names of authors to all group members.
- 4) Collaboration with EQuIP. EURACT has published a report with EQuIP concerning CPD. Jan has started a new collaboration with Luc Seuntjens, Joachim Szecsenyi and Martin Marshall from EQuIP. A draft paper has been written in February, basing on the ideas in the earlier published document, with an aim to present the idea of CPD to GPs, organise training courses, find more evidence and put emphasis on accreditation procedures. Jan, Paula and Jaroslava volunteered to contribute to further discussions, mainly by e-mail.
ACTION PLAN: Paula will inform mentioned members of EQuIP concerning the decisions made and also to find out, if the idea actually is relevant from their side.

Paula Vainiomäki

Report of Specific Training Committee

Present: Dolores Fores, Margus Lember, Janos Szabo, Monica Lindh, Fergus O'Kelly, Llukan Rrumbullaku, Bernhard Rindlisbacher, Roger Price, Mario R. Sammut, Smiljka Radic and Roar Maagaard (chair).
Absent: Bernard Gay, Olga Kuznetsova.

The new representatives from Serbia-Montenegro, Smiljka Radic; from Malta, Mario R. Sammut and from UK, Roger Price – a very warm welcome to Smiljka, Mario and Roger and thanks for their participation in this Committee.

We decided to concentrate on the 5 items we already decided in the Aarhus meeting – and a supplementary point 6 (see below).

1. Trainee Assessment.

Jan Heyrman had made a new version of the educational agenda derived from “New Definitions”. Our committee had given input to this new version – especially in relation to teaching and assessment methods. It was decided to consider further input – and Monica should be the person collecting input – disseminating the comments – and finally send the final input to Jan H.

Responsible for reading the Educational Agenda, version 2 and think of changes: all!

Responsible for collecting our suggestions in this area and feed-backing to Jan: Monica.

Answers to Monica by 21st of May – and answer from Monica to Jan: 31st of May.

2. Selection of trainees/recruitment of trainees.

In April/May 2004 a questionnaire was sent to all council members. 28 answers were received.

Llukan and Fergus had compiled data and presented an overview of the answers.

Margus is going to make a literature review about the subject – first part of it has already been conducted – it will be finalised till the Kos Conference.

We planned our Kos workshop in more detail:

Title: How to recruit and select your future colleagues?

*Participants: Monica, Fergus, Llukan, Margus and Roar (their names have been sent to Kos) – and these persons also showed interest in participation (and are very welcome!): **Dolores, Roger and Bernhard.***

Abstract:

Recruitment of new colleagues to general practice is essential for the viability of the speciality. Selection of “the right” colleagues for training in general practice is also essential in order to give the trainees a satisfying professional life and their patients excellent GP's!

The EURACT workshop will give an overview about different methods used in recruitment and selection. We will show the very diverse situation in different European countries: from nearly no selection (“who is volunteering for GP?”) to very elaborate selection processes. In some places non-GP-specialists are doing the selection – in other places GP's are leading the process. The workshop should produce European recommendations for recruiting and selecting GP-trainees.

Our plan is to produce several short presentations (Margus, Fergus, Dolores, Bernhard, Monica – at least) and with the audience discuss different items that could result in recommendations (introductory period? start of training takes place in GP? GP-course organisers to select? personal interview? use of references? written application?) – and afterwards produce a short statement to the website with recommendations.

Responsible for finalising the literature review (before Kos): Margus.

Responsible for showing up at Kos conference: Roger, Dolores, Bernhard, Monica, Margus, Llukan, Fergus and Roar.

Responsible for chairing the preparation process: Roar.

3. Structure and length of VT-programmes across Europe.

We all agreed that a basis for our discussion – and for individual council members national discussions – should be knowledge of the European “landscape” – therefore we desperately miss the well-known Excelfile on the internet!!! – this file has been promised to us several times earlier – and we feel we have to adjust the level of ambitions to a realistic level! We want it on the web as soon as possible.

We still hope that we with this landscape in mind should be able to give some statements/recommendations regarding VT-programmes:

- length of training
- structure of training (practice/hospital)
- outcome of training
- numbers of trainees

We think it is important to build our judgement on the necessary competencies to become a GP – some of these (many) can only be learnt in GP. Studying the New Definitions we find 2 year the minimum training length in GP-setting.

European recommendations today talk about a minimum of 3 years training – and minimum half the time in GP.

Responsible for keeping this discussion alive in the VT-group till next meeting: Roar.

4. Financing/supporting VT-programmes.

Dolores had been responsible for making a survey-draft and a discussion paper – but as Dolores unfortunately was not present in Aarhus – there had been a temporary pause in this process.

It is a very serious problem in many countries: in some countries nearly no supporting funds; in some countries pharmaceutical companies take part; in some countries the trainee has to by his practice-part before being trained.

So we still put these questions: Who is financing VT? How is the supporting structure around VT? Obstacles and possibilities. We wish to discover and describe the differences somewhat more in this field. It might be a topic for a future Council meeting.

Responsible for next steps: Dolores, Bernard and Monica – Bernard and Monica very willing to contribute!

5. Trainee forum.

Very much inspiration was obtained from the Junior Doctors' Project in combination with the Wonca Europe Conference in Amsterdam, June 2004. This project has given birth to the Vasco da Gama Movement. We welcome this movement very much – and certainly will offer this new movement a relationship.

Responsible for offering a relationship to the Vasco da Gama Movement: Roar.

6. Trainer selection.

EURACT has produced guidelines on trainer selection some years ago. It was discussed if an update was necessary – also if it was necessary to make national adaptations to this European guidelines.

At least in some countries there still is a great need for training and supporting trainers

Closing remark: due to possible national obligations appearing in autumn 2005 Roar might at this time have to ask for replacement as chair of this committee.

Responsible: all have to read and reflect on the Selection of trainers guidelines (www.euract.org).

Roar Maagaard

Report of Member Service Committee

Present: Justin Allen, Athanasios Simeonidis, Luis Filipe Gomes, Janko Kersnik, Igor Svab, Adam Windak.
Chairman: Egle Zebiene

1. Elections of the new chairman of member services committee

Luis Filipe Gomes was proposed to take chairing of Member Services Committee after the Lillafured meeting. Arrangements for Kusadasi course to be finished by current chairman EZ.

FG is approved by the Council as the chair of MSC

2. Leonardo-EURACT course Kusadasi, Turkey

Countries that provided names of participants, their CVs and support letters:

Romania

Turkey

Greece

Serbia

Bosnia and Herzegovina

Czech Republic

Albania

were approved by the Council to be sponsored on the basis decided earlier – e.g. four participants from each country will be paid accommodation fee during the course days, course fee for the course. The course starts on 22nd of May, ends on 25th, departure on 26th. Participants themselves will pay travel expenses and additional days of stay in the hotel. Travel expenses of trainers will be paid by organizers – Turkish society of family doctors and EURACT, which allocated 6000 EUR for the activity. Two paying members also will join the training course.

Concerning the Cyprus members the discussion on the difficult situation on GP in the country revealed common understanding that active GPs, if they are supported by the national organization of GPs, will be invited to join the course on the same basis as other countries.

The Council approved support for the applicants of Cyprus if they provide the support letter from the Society of General Practitioners.

It was decided to send the course materials of Turkey by mail for the course participants as well as to the Council members, costs included to the list of expenses. Special certificates for the course will be printed by AW and brought to Kusadasi.

The next Leonardo-EURACT course will take place in Faro (Portugal) on 17-21 May 2006 (place and time to be confirmed). The same amount of 6000 EUR will be allocated for the course for covering travel of teachers and course organizational expenses. Countries that will be invited to join the course are Italy, Portugal, Malta, Ireland, and Spain. Also EURACT is going to secure 12 places for participants who are going to pay themselves the fee of 400 EUR (with the 50 EUR reduction for EURACT actual members), as well as travel and accommodation expenses.

The decision was taken to promote the Portugal course during the WONCA Europe conference in Kos by producing leaflets. The leaflets will be made by AW, the first version discussed in Kusadasi, brought to Kos and distributed there during the workshop and through EURACT booth.

3. Important point suggested by Council members is the faculty of Leonardo-EURACT course development for the future courses. In addition to the Council members who contribute as faculty members in the countries where the course is organized, it is important take actions more specifically and to train more teachers who would be able to replace current teachers of the international course and contribute to the teaching process in future.
4. Future courses may be organized in any country that would feel that this course could be of interest to their GP teachers. The possibility of allocating finances for the future is not clear yet and will depend on the future income.

5. The decision was taken in Aarhus to continue sponsorship for the Bled course (Kranjska Gora) for 5 persons covering the participation fee and accommodation and sponsorship for 5 persons coming for annual meeting of teachers, covering their participation fee in the meeting of 100 EUR each. Trainers that are sponsored for the Bled course will not pay conference fee.
6. The idea of assessment methods course, proposed by Jan Heyrman, was discussed during the meeting. General support was agreed on the basis of common requirements for the activities, which have to be met for EURACT patronage. These requirements include involvement of the Council member in the development of programme, course content, supervision of the course and producing the report after the activity.
7. The idea of too small number of committee members was discussed. Members agreed that for the numerous activities that the committee is performing we need more persons who would be ready to join the group, and we would like to ask the Council if there are persons who wish to join. The idea of corresponding members who are ready to contribute between the meetings to the activities of Committees is important and should be considered in future.

ACTION POINTS:

AW to produce leaflets

EZ to continue organizing Kusadasi course

Change the address in the website for sponsorship, include Luis Filipe Gomes as contact person;

To develop the procedure of training more faculty members for the future courses

Egle Zebiene