

## **Annex 4**

### **Reports of Standing Committees**

**EURACT Council meeting  
October 8-12, 2008  
Larnaca, Cyprus**

## Report of Basic Medical Education Committee

Present: Mette, Natalia, Sandra, Howard, Stefan, Wolfgang, Francesco ( chair )

Absent: Okay, Givi ( because of problems on international permissions for their trips )

The Committee welcomed Tan Howard as new member in the Committee.

Some “ old “ members were absent because of visa permissions, Job and Yonah left position in EURACT, and the “new members” asked for a clarification and definition of the Committees.

So we prepared a specific definition of the objectives of BME Committee indicating the mission and the ways for that.

### Definition of the objectives of the BME Committee

EURACT is a network organization whose main goal is to foster general medical education in

GP/FM and the Basic Medical Education (BME) Committee is the section of EURACT responsible for undergraduate/ basic medical education.

The following are some of the tasks this Committee will be dealing with:

- Mapping the actual status of BME in all the European countries associated to EURACT
- Defining a core curriculum for BME in Family Medicine around Europe so to define specifically the BME level for EEA
- Searching for the relevant bibliography on BME development
- Developing research for the best evidence in BME:
  - Performing research
  - Literature review

5) Developing guidelines for BME

6) Discussing assessment methods for BME

7) Inspiring others by giving good examples during running workshop

8) Completing projects suggested in the past by the Committee

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The Committee realized that the long work on Early Clinical Exposure was concluded and the last version of a paper on it was sent to EJGP for publication.

The Committee realized that Francesco and Italian colleagues prepared and sent to the Council the scheduled case – vignette 3 so to enlarge teaching from EEA and for practical applications and reflections on core competences. It would be put in website together the previous two ones as well as it is used in powerpoint in chapter 6 for EUPA.

The Committee prepared a list of future actions:

**1. Mapping the situation at undergraduate ( BME ) level**

To update what on website and introduce data from new Countries since 2004 ( date of last updating ). Committee's idea was to have a look in EURACT web, refresh what there because too much small and there are not specific indications concerning FM and internships ) and to ask consequently the CM through a questionnaire. During following report to the Council it was realized that the EB already charged Bernard Gay to work for updating data on Pre-Specialistic Education and on Specialistic Training. Francesco looked with Bernard Gay at pages in preparation and they agreed to work on the questionnaire B.G. was preparing. Committee agreed this procedure during consecutive meeting Francesco managed just at the end of Council meeting. Also, the Hon. Secretary was informed about the procedure development and agreement and agreed also

**2. The role GP/FM in BME: case studies from various medical schools in Europe.**

Committee decided to continue to work on the paper received from Givi as first design-project. Francesco will ask strongly Yonah Yaphe to send the semistructured interview to be sent as scheduled on summertime and to be managed at his University in Portugal and to be used to develop the following case studies, as decided by the Committee during previous meeting in Malta.

In short time ( 2 weeks ) Committee members will be back circulating considerations and proposals to Givi for the second draft. When the material from Y.Y. will be received, the Committee will study on it and will be able to start on case studies as divided between the Committee Members.

**3.** Committee decided to work on **Literature research** for better knowledge in BME and Howard agreed to lead for this matter.

**4. Definition of a core curriculum for BME specifically in General Practice / Family Medicine.**

Wolfgang Spiegel agreed to lead the work of this key task.

**5. Contacts with Educational Research Taskforce.**

Committee decided that in the future this newly esablished taskforce will be contacted for any collaboration when need and reasonable.

**6.** Committee decided to work on putting the works in **papers for publication** and/or to look **for presentations** at Congresses ( as WONCA ) depending also on the deadlines.

## ACTION

All: ( deadline 23/10 ) to circulate reactions, opinions and mainly proposals so to let Givi to go forward on draft.

Francesco: to find the way to contact Yonah and to get the semistructured interview.

Tan: to begin the work looking and foldering for reserch literature, analyse, cathalogue.

Wolfgang: to start on the core curriculum in BME

Everything else for all depending on these first tasks.

Givi: reflect on reactions and go forward.

Francesco Carelli

Chair EURACT Basic Medical Education Committee

## Report of Specialty Training Committee

**Date: October 9th 2008**

**Present:** Alma Eir Svavarsdottir (Iceland) chair, Bernard Gay (France), Dolores Forès (Spain), Georgi Ivanov (Bulgaria), Jan Degryse (Belgium), Mario Sammut (Malta) , Monica Lindh (Sweden), Natasha Pilipovic Broceta (Bosnia Herzegovina), Owen Clarke (Ireland), Roar Maagaard (DK), Roger Price (UK), Smiljka Radic (Serbia),  
**Not present:** Llukan Rrumbullaku (Albania),

The chair opened the meeting by welcoming Jan and thanked all the ST-members for their work in-between meetings and at the same time expressed her disappointment for lack of time for ST-committee work in the agenda. In Sweden we were able to get in 3 sessions in Malta we had 2 sessions and now only one session. The members of the committee agreed that work has to be done in-between meetings.

## AGENDA:

1. **Report on survey regarding Public Health and Community orientation**
  2. **Preliminary results on the Specialist Training Schemes in General Practice in Europe**
  3. **Report on the survey regarding re-training in General Practice in Europe**
  4. **Report on the update on the ST-part of EURACT Web-page**
  5. **Suggestions/presentation at WONCA Basil meeting in 2009**
  6. **Report about implementation of Leonardo EURACT courses**
  7. **Miscellaneous**
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1. **Report on survey regarding Public Health and Community orientation.**  
 Dolores presented what work had been done. Recommendation from the members were well perceived such as giving a brief description on what community orientation is in primary

health care and to make more specific questions as they are too theoretical, too wide. too general. The ST-members who have volunteered to work with Dolores, Owen and Llukan are: Jan, Mario and Georgi. The group will be lead by Dolores and they will formulate new questions. Once the survey is ready send it to the rest of the ST-committee for piloting and then get the permission from the council to send it to all council members. Roar will presented this on Saturday at the council meeting and asked for approval from the council to send the survey regarding Public Health and Community orientation to all EURACT members.

## **2. Preliminary results on the Specialist Training Schemes in General Practice in Europe.**

Bernard circulated the questionnaire on Specialist training and a list of GP/FM Specialist training terminology. There are few new questions in the survey (Implementation of LMD and nr. 4) and some of the questions need to be re-written. Comment was made to add *this question* to nr. 6 - *How many GP training finish each year ?* –

Bernard, Monica, Natasha, Smilka and Alma will work on finalizing the questionnaires and Bernard will lead that work.

## **3. Report on the survey regarding re-training in General Practice in Europe.**

Owen explained why the workshop which was planned for Istanbul did not happen. The group has preliminary result of the survey and now want to go ahead and use this information to make the final survey. Owen discussed the issue of Doctors moving between countries and the importance of countries setting a fixed date for the introduction of compulsory Specialty training. Owen, Monica, Llukan and Alma will continue this work and Owen will continue to lead that group.

## **4. Report on the update on the St part of EURACT Web-page.**

Roar presented the update of the ST-part of EURACT webpage.

It was pointed out that Maryna Oliynik is no longer a part of the ST-committee and that her name should be removed from the list of ST-members.

A suggestion came to have a specific place (Tab??) on the web-page and group together under that everything that has to do with the Specialty Training. This would include the work of the ST committee. Maybe it could be called “Specialist Training in Family Medicine/General Practice in EUROPE”. Under that link we would have all the surveys related to ST-training and make sure they are listed not only with Document name but the year they are done. Also to make sure that the survey on Specialist Training Schemes in General Practice in Europe is updated every two years.

Other committees would have their specific place on the web page and that each and every committee would be responsible for updating their part. Suggestion was made to have a calendar on the website with upcoming event, all EURACT meetings and courses and WONCA meetings. Also have one specific space on the page called EURACT - internal affairs. Roar was asked to present this to the Council.

## **5. Suggestions/presentation at WONCA Basel meeting 2009.**

Decision was made to claim one hr. of the three hours EURACT has been appointed as a network for Wonca Europe 2009 conference in Basel Switzerland. Bernard's group on the

Specialist Training Schemes in General Practice in Europe and Owens group on re-training in General Practice in Europe will present and run a workshop +/- poster if we get this slot. Roger will circulate a questionnaire to ST and Euract Council members from the Vasco da Gama Movement. The results of this will be presented by VdGM in Basel. Roar will rapport this at the council meeting on Saturday.

## **6. Report about implementation of Leonardo EURACT courses.**

Smiljka presented data collection on Leonardo Euract Courses. From 2004 to 2006 1064 Doctors have finished the courses in local settings. The data for 2008 is that 13 courses have been organized with 370 participants. Smilka will present her data on Leonardo Euract Courses at the council meeting on Saturday.

## **7. Miscellaneous**

Members agreed on keeping the same kind of working methods in the committee as before. The importance of answering e-mails and communicating with members of subgroups on what is happening was stressed. Roar mentioned that Per Kallestruo is a new applicant who has been working with the Hippocrates program. He needs to go to all the conferences for continuity and will need financial support for that. Meeting adjourned.

Alma Eir Svavarsdóttir Chair

<b>Report of CPD/CME Committee</b>
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Participants: Paula, Elena, Ruth, Bernhard, Mladenka, Razwan, George, Marina, Phil, Eva

### Agenda

1. Welcome, formalities, agenda  
Voting of the secretary of the meeting who makes report: Ruth
2. a) Overview of the results of the workshop during a Malta meeting: Lifelong learning in Family Practice (from Ruth Kalda)

Evaluation form of the 58 participants. In average, participants rated the course highly. The mean assessment of the 5 point scale was as follows: 1- disagree, 5-agree

*The topic was interesting to me - 4.6*

*The method to run this session was fitting with the content of it. – 4.2*

*I have got benefit from this session for my own work. - 4.2*

*The general goals for the session were fulfilled. – 4.3*

*I was able to achieve my own goals for this session. – 3.98*

*I am sure I will use these ideas in my work. – 4.2*

b) The main topic concerning this workshop was- should we do follow-up study of the participants or not?

There were different opinions.

Final decision was that Paula, Ruth and Bernhard will take responsibility of preparation follow-up study which we will make in electronic way. Also we are going to remind all participants about concrete website and materials concerning life-long learning. Mario has e-mail addresses of all participants, also we will send electronic questionnaires for all Euract Council members who took part in workshop.

3. Mladenka and George gave overview about Istanbul conference and workshop which was done by CPD/CME Committee on accreditation in Europe- on development of accreditation schemes and re-licensing in European countries.

Evaluation of workshop by participants was good. We used the same questions as during a workshop in Malta. Answers were following:

*The topic was interesting to me - 4.5*

*The method to run this session was fitting with the content of it. – 4.1*

*I have got benefit from this session for my own work.-3.7*

*The general goals for the session were fulfilled. – 4.0*

*I was able to achieve my own goals for this session. – 3.6*

*I am sure I will use these ideas in my work. – 3.5*

4. Discussion about how we continue with accreditation questionnaire. Aim of the questionnaire is to have an overview of the situation with accreditation of the CME/CPD courses in Europe. Real interest is also to know about financial aspects of the CME/CPD courses.

CPD/CME group worked with the questionnaire to clarify some of the questions, which were not easily understandable. Next step is to work with the questionnaire using an e-mail.

Brainstorming on how we continue with the questionnaire. It was proposals made by Mladenka and Elena, to make a real project, which has own plan, aims and conclusions at the end. Everybody agreed with the proposal. Mladenka was willing to take responsibility to make a preliminary plan of the study

and to send to all of the group members before 15. Dec. 2008. Responses to Mladenka back to the end of January.

Next step is to send the questionnaire to whole Council members, before that we need an agreement from EB. Key informant method was discussed.

5. Ongoing Basel Conference and CPD/CME Committee workshop on accreditation:

It was decided that if we wish to have some results to present during the Basel Conference, we should reserve the time which is foreseen for EURACT. We need to inform organizers of the Conference before 14. Dec 2008, about topic of the workshop, as well as which rooms we need, about size of audience, presentation equipment etc.

Our decision was that CPD/CME Committee is ready to have a workshop on Basel Conference.

6. George informed the group that he is going to move to the Membership Service Committee and this is the reason of stopping his work in CPD/CME Committee.

7. Cyprus meeting was Paula-s last meeting and therefore the election to have a new chair, was made. According the results of the election, Ruth has got the post of the chair of the CPD/CME Committee.

Ruth/Paula.

## Report of Member Services Committee

### Report of Committee after Council Meeting:

*Present:* Filipe Gomes, Egle Žebiene, Adam Windak.

*Chairman:* Janko Kersnik

#### 1. Membership issues.

We have 33 countries at the table and 6 countries not attending. 1 country does not have a representative due to stepping down of the Council member from this country and due to unsuccessful election process in the country. New member from Israel Howard Tandeter presented himself. New member from The Netherlands could not attend this time. 45 new members were approved at this meeting.

#### 2. Culture of discussions in the Council.

We have thoroughly discussed the issues raised regarding culture of the discussion in the Council. We have carefully examined the papers produced on this issue and we went bylaws,



member job description and guidelines of conduct developed in EURACT. We found them still relevant and quite recently updated with large input from Council members, so we were unable to propose any substantial changes to them. We consulted the whole Council for an opinion regarding this question. The papers will be submitted to the Council members with the report of the meeting to be read and used in future.

### **3. Leonardo Rolling Courses.**

Leonardo Rolling Course was organised in Iceland in May 2008. There is not any country volunteering to organise next LRC 1. We are waiting for applications for 2009 and next years. The responsibility of organisation and budget are in the hands of local organiser, who shares the eventual profit of the course with EURACT (50:50). The faculty prepared and tested in Cyprus Leonadro 2 course before Cyprus meeting.

### **4. Assessment Course.**

The assessment course will take in Rome November 24-27, 2008. There are 9 sponsored and 10 self-paying participants and only three course leaders so far. Next assessment course will take place Algavre, Potrugal, November 4<sup>th</sup>-8<sup>th</sup> or 11<sup>th</sup>-15<sup>th</sup>. The Council members should put more efforts in promotion of the course.

We ask for council members who wish to step forward for next editions of the course. Local organiser must besides on spot organisation of the course invest approximately one third of the total course budget, i.e. roughly 5,000 euro and gains three free places for the invited participants from the organising country. Sponsored places should be covered by the income from the paying participants. The candidates should approach Janko. The date will be possibly October/November 2010.

### **5. Conferences.**

We will have a booth at Basel WONCA Europe conference. There will be a list of Council members, who will be assigned to assist Secretary in the booth with their presence and promotional activities regarding the courses, EURACT other products and activities. Filipe will work on an ongoing presentation of EURACT activities and prepare the list of assignments for Council members during the conference. Council members are kindly asked to provide electronic materials on EURACT related activities and to step forward to support promotion of EURACT during the conference. Only workshops suggested by committees and approved by the Council can have a EURACT logo. We ask committee and task forces chairs to plan presentations at next WONCA Europe conferences to be in time with decisions and materials to be presented to represent EURACT. The rest of the proposals should come in by January 15<sup>th</sup>.

### **6. EURACT Bled Course.**

Next year EURACT Bled course will be dedicated to problems of medicalisation. The dates are September 29<sup>th</sup> to October 3<sup>rd</sup>. 5 sponsored places (3.000 € which cover accommodation and reduced fee) for the course will be discussed in EB meeting in January according to the budget possibilities. Council members were asked to approve this decision.

### **7. Website.**

We expect more activities regarding website from Peter Vajar, web-site editor. Rearrangement of the web-site with more visible titles CME-SPD committee, BME committee, ST committee, calendar, Archives... Barbara will be asked for that.

**8. Members issues.**

George Spatharakis will be member of MSC from next meeting on. We expect suggestions from the Council and other members for additional activities important for the development of education in family practice.

**ACTION POINTS:**

Assessment Course, Bled Course – promote and advertise.

**TASKS:**

Prepare EURACT booth materials and organisation of booth for next Conferences.

*Janko Kersnik, October 2008*