



Network organisation within WONCA Region Europe – ESGP/FM

Report of EURACT Council Meeting Tirana, 3-5 October 2013



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List of participants

Members present:

1. Prof. Janko Kersnik, Slovenia, President
2. Dr. Mario R. Sammut, Malta, Honorary Secretary
3. Prof. Esra Saatci, Turkey, Honorary Treasurer
4. Prof. Francesco Carelli, Italy, EB member
5. Prof. Ruth Kalda, Estonia, EB member
6. Prof. Adam Windak, Poland, EB member
7. Dr. Jachym Bednar, Czech Republic
8. Dr. Jana Bendova, Slovakia*
9. Dr. Bruce Brinkley, Switzerland
10. Dr. Jo Buchanan, UK*
11. Prof. Ljiljana Cvejnov Kezunovic, Montenegro*
12. Prof. Jan Degryse, Belgium
13. Dr. Eva de Fine Licht, Sweden
14. Dr. Dolores Forés, Spain
15. Prof. Elena Frolova, Russia
16. Dr. Ilse Hellemann, Austria
17. Dr. Zain Jatic, Bosnia & Herzegovina
18. Dr. Givi Javashvili, Georgia
19. Dr. Dimitrios Karnasios
20. Dr. Durdica Lazic, Croatia
21. Dr. Inguna Locmele, Latvia
22. Assoc. Prof. Roar Maagaard, Denmark
23. Dr. Darach Ó Ciardha, Ireland
24. Dr. Peter Prydz, Norway
25. Assoc. Prof. Llukan Rrumbullaku, Albania
26. Dr. Katarina Stavric, Macedonia
27. Dr. Howard Tandeter, Israel
28. Dr. Peter Vajer, Hungary
29. Assoc. Prof. Yvonne van Leeuwen, The Netherlands
30. Dr. Denise Alexandra Cunha Velho, Portugal
31. Dr. Mira Kiš Veljković, Serbia
32. Dr. Natalia Zarbailov, Moldova

** attending for the first time*

Acting Administrative Secretary:

- Ms Nina Štojs, Slovenia

Members absent:

Apologies:

1. Dr. Razvan Miftode Florentin, Romania
2. Assoc. Prof. Valentina Madjova, Bulgaria
3. Prof. Markku Timonen, Finland
4. Dr. Sonata Varvuolyte, Lithuania
5. Prof. Stefan Wilm, Germany

No reply:

1. Dr. Ljudmila Bohush, Belarus

Report of the Meeting

Thursday 3rd October 2013

Pre-Council Executive Board Meeting

Present: Janko, Mario, Esra, Adam, Ruth, Francesco and Nina.

- Planning of Council Meeting
 - o Llukan to introduce Albanian health care system.
 - o Janko to introduce WONCA Standards for Postgraduate FM Education.
 - o Business Meeting: EB agreed that predicted budget (thanks to Esra) should be discussed within the General Meeting.
 - o Predicted budget: Esra noted that this will be in the negative to the tune of 2000 Euros, in spite of being optimistic. Janko reminded that this was to be expected due to the financing of the EURACT-Leonardo Courses.
 - o Llukan asked the EB if the meeting could stop at 1pm on Saturday so that council members are taken to a tour of Kruje, the old capital of Albania. The EB will propose to the Council that the Task Group meetings are to be reduced to one hour, and that the review of the CM is to be shortened by having the new members only speaking.
 - o Task groups: The European specialist exam task group is no longer taking place as its function was taken over by the ST Committee. The European definition task group had made its recommendations to WONCA-Europe and its function is completed. EB agreed to propose that a task group is set up for the Newsletter: Esra asked to chair the group for this session.
 - o The committee meetings and the task group meetings are to report with a two-slide report (what was done, and what is planned for the future).
 - o The new Leonardo-EURACT project re Appraisal of Teachers in GP: Adam explained that the project has been accepted, starting on the 1st November and lasting for 2 years. The criteria and methodology will be developed using electronic tools through the website. There are some financial technicalities still to be sorted out. Adam will give this news in the business meeting.
 - o Buddies were appointed for 3 new members: Jana (Slovakia) will be looked after by Esra; Ljiljana (Montenegro) by Katarina; Jo (UK) by Natalia.
- EURACT Performance Agenda of General Practice/Family Medicine (EUPA): Stefan has prepared a complete draft, and sent it for review to the chapter editors by the end of October, and then for review by the overall reviewers by the end of November. EURACT will need to decide how to then take this forward: a workshop led by Stefan introducing EUPA at the next WONCA-Europe Meeting, and perhaps a background paper for the EJGP. Francesco is to liaise with Stefan.
- Interest from a Jordanian GP Teacher to join EURACT. According to the EURACT Articles of Association, he cannot be a member.
- Winter EB Meeting: to be discussed in the post-CM EB Meeting.

Katarina joined the EB at 16.00 as the chair of the Specialist Training (ST) Committee. The committee chairs gave the following contributions:

- ST Committee (Katarina): The document on training in hospital posts was finalised and put on the website, and the committee drew up for EURACT an appeal to Austria regarding academic training in family medicine. The committee was inactive during the summer, and will discuss its next objective in Tirana (perhaps assessment of trainees in difficulty).
- Member Services Committee – MSC (Esra): The staffing of the booth at the Prague conference had been planned. Five applicants were sponsored by EURACT at the Bled course. Sponsorship for the Leonardo 2 Course in Skopje is being planned. Preparations are being made re the new membership fees for 2014. The MSC will discuss the Leonardo 3 Course.
- CME/CPD Committee (Ruth): The committee worked during the summer. The CME database was launched. A topic being discussed is the use of Portfolio-Based Training in CME/CPD, perhaps through the use of an ePortfolio. The committee was still working on paper on recertification in Europe, but lacking material for this. Ruth will propose a change in the chair.
- Basic Medical Education Committee – BME (Francesco): During the summer the committee could not work due to lack of participation of members. It is presently working on one project on undergraduate training in family medicine, where the questionnaire was found difficult to answer by countries where there are many universities. A statement on undergraduate training in family medicine in Europe has been finalised.

Session 1: Welcome and approval of meeting agenda

President Janko Kersnik welcomed everyone – especially the new Council Members.

Janko proposed some corrections to the time table so that the council meeting finishes at 1pm on Saturday: the work in the task forces will take one hour, with reports immediately after. If extra time is needed by the task forces, this can take place on Friday at 5pm. Janko also explained that the European Specialist Exam task force would not be active this time – the work had been taken over by the ST-Committee. Instead there will be a new task group on the Newsletter. On the request of Yvonne, a 4th task group on Policy Planning will be formed to discuss the replies to the Delphi Survey done during the summer regarding services for members.

The timetable for the meeting was approved by Council.

The new members, Jana Bendova (Slovakia) and Ljiljana Cvejanov Kezunovic (Montenegro) presented themselves, together with Jo Buchanan (UK) who was attending her first meeting after being elected early in 2013.

The substitute Administrative Secretary Nina Stojs introduced herself too, giving news of Barbara Toplek who she is replacing for one year. Nina is to pass on members' congratulations to Barbara on giving birth to a new son.

Janko then made a statement about the importance of the individual contribution of Council members' expertise to the work of EURACT. He announced that a final draft of EUPA has been prepared by Stefan, who requested members' contribution towards its

conclusion. Janko thanked members for their valued work in the committees and task forces.

Llukan then gave the necessary details as host of the meeting.

Breakthrough Session: Education for future doctors – contribution of family medicine and role of EURACT

The authors of the paper on the minimal core curriculum for Family Medicine, Howard, Francesco and Natalia, gave a short presentation and facilitated a session where Council members gave their suggestions as to how EURACT could facilitate the introduction of undergraduate education in family medicine.

Friday 4th October 2013

Session 2a: Introduction to Albanian health care system, medical education and family medicine

Llukan gave the above presentation, which was followed by questions and a discussion.

Session 2b: Introduction of Check List for Medical Students Experience and of WONCA Standards for Postgraduate Family Medicine Education

Janko introduced the WONCA Working Party on Education, where he, Roar and Ilse are members. He discussed 2 documents in particular:

- The check list for Family Medicine experiences (for teachers who accept exchange students from another country)
- The WONCA standards for Postgraduate Family Medicine Education (may be used to assess a programme already in use or a new one)

Session 3a: Updates on committees' and task groups' work

To enable new Council Members to choose which committees and task groups they wished to take part in, chairpersons each gave 2-slide presentations as follows:

Committees: Appendix 1

- Basic Medical Education (BME) – Francesco, chair
- Specialist Training (ST) – Katarina, chair
- CME/CPD – Ruth, chair
- Member services (MS) – Esra, Chair

Task groups: Appendix 2

- Website task group – Mario, chair
- Educational Research task group – Yvonne, chair

- Newsletter task group – Esra, chair (*new group - no update available*)
- Policy Planning task group (Peter V.) -> Survey on services for members (Yvonne)

Session 3b: Committees work, part 1 and 2

All members then split up to work in the 4 committees.

Session 4: Business meeting, part 1

1. Welcome (Janko)
2. The report of the April 2013 EURACT Council Meeting in Graz from the previous Honorary Secretary Roar Maagaard (available on the EURACT website) was taken as read and, with no feedback forthcoming from the council members present, was approved.
3. The President's Report (Appendix 3) was taken as read. Yvonne thanked Janko for his honest presentation re the present state of fulfilment of this year's policy. Mario announced that Jan is planning for the next newsletter to be published in November. The report was unanimously approved.
4. Approval of new members: 51 applicants, all endorsed by their respective country representatives, were unanimously approved. The new members from Ukraine are known to and were approved by Janko. The full list may be seen in Appendix 4.
5. **General meeting**
 - (a) The 2nd General Meeting for 2013 was opened by President Janko Kersnik.
 - (b) As 32 out of 38 Council Members were present (as confirmed by Hon. Secretary Mario Sammut), the required quorum was achieved.
 - (c) Audit reports for 2012: Hon. Secretary Mario Sammut stated that the audit reports of approval had been received by Roger Price and Dolores Fores (these were included in the report on the EURACT 2013 Budget – see Appendix 5)
 - (d) The EURACT 2013 Budget and 2014 Predicted Budget were presented by Hon. Treasurer Esra Saatci (see Appendix 5): unfortunately a deficit of 2000 Euros was forecast by the end of 2013. Replies were given to questions asked regarding the available reserve, the Leonardo project finances, members' payment of fees, funding of updated software that was needed for the website, updating members' names on national pages on the website, and new ideas for EURACT to earn money. The report was unanimously approved.
 - (e) The Policy plan for 2014 prepared by President Janko Kersnik had been already circulated (Appendix 6) and was taken as read. The report was unanimously approved.
 - (f) Other issues: none
6. Activities reports
 - (a) WONCA World conference report: booth and workshops were well attended by enthusiastic participants; photos were shown courtesy of Jachym.

- (b) EURACT website: Mario summarised the report he had given earlier (see Appendix 2).
 - (c) EURACT Policy plan for the next 3 years – this work will be continued by the Task Group based on the results of the survey on services for members.
 - (d) Bled Course 24-28 September 2013: Janko stated that this was entitled 'Learning & Teaching about Doctors' Well Being'. 62 participants came from 15 countries. Positive personal feedback was given by Natalia and Mira. The topic of the next course in 2014 will be 'Learning on the Scope & Limits of GP/FM'.
 - (e) Details of the latest news re EUPA being coordinated by Stefan will be included in the MSC report.
7. Endorsement of Wonca Standards for Postgraduate Family Medicine Education (Janko): this was unanimously approved and a link to it is to be put on the EURACT website.
 8. Endorsement of WONCA Singapore statement and WONCA Check list for FM experiences in undergraduate education (Janko): this was unanimously approved and a link to it is to be put on the EURACT website.
 9. Endorsement of Teaching Quality educational package (Janko): this was unanimously approved (a link to it has already been put on the EURACT website).
 10. Hippocrates Trainee Exchange Programme: the Vasco da Gama Movement (VDGM) of young GP trainees/GPs asked EURACT to support their Hippocrates Trainee Exchange Programme. The ST Committee is to write to the VDGM, asking it for its own statement on the educational value of the programme before preparing a reply. This was unanimously approved.
 11. ADHD Day discussion: Janko explained how the EB had accepted a request for endorsement from an organisation campaigning for a World ADHD Day. Three members of Council (Yvonne, Denise & Peter P.) expressed their disagreement with this decision (to be continued).

Session 5: 1 slide 5 minutes presentations

1. Ask the Expert! - Elena Frolova
2. News from Slovakia - Jana Bendova
3. MRCGP – CSA exam review of fairness - Jo Buchanan
4. Interview of Llukan Rumbullaku in the Journal of the Norwegian Medical Association – Peter Prydz
5. The EURACT website – a resource for teaching materials and scientific papers – Mario R Sammut
6. Skopje EURACT Council Meeting 24-26 April 2014 – Katarina Stavric

Presentations 1-3 may be viewed on <http://www.euract.eu/resources/one-slide-five-minute-presentations/>.

<i>Saturday 5th October 2013</i>

Session 6: Task groups session

- Website task group
- Educational Research task group
- Newsletter task group
- Policy Planning task group

Session 6 - continued: Reports from committees, task groups

Committees:

- Basic Medical Education (BME) – Francesco, chair
- Specialist Training (ST) – Katarina, chair
- CME/CPD – Jachym for Ruth, chair
- Member services (MS) – Denise, Chair

Task groups:

- Website task group – Darach, chair
- Educational Research task group – Yvonne, chair
- Newsletter task group – Esra, chair
- Policy Planning task group - Peter P., spokesman

The full reports of the committees may be seen in Appendix 7 and of the Task Groups in Appendix 8.

Following the reports, Council agreed to the following decisions:

- Denise was approved as the new chair of the Members Services Committee.
- Darach was approved as the new chair of the Website Task Group/Editorial Board.
- The proposal for an Educational Conference made by the Policy Planning task group will be tackled by a task group.
- Following a recommendation by the Newsletter task group, Jo, Francesco and Esra volunteered to form part of the Newsletter editorial board led by Jan.

Session 4 - continued: Business meeting, part 2

11. ADHD Day discussion (continued): after discussion, the majority of members voted that EURACT's support of the World ADHD Day be withdrawn.
12. Invitation to join the VAS (Vascular Independent Research & Education European Organisation) proposal against Vascular Amputations which will be discussed in a Session during the 10th European Angiology Days 29 November - 1 December 2013 in Como, Italy (Janko): this was declined. Francesco is to be proposed for participation on a personal basis.

13. An online AMEE course in Medical Education (ME) and a meeting of ME-societies at the coming AMEE conference - should/can EURACT participate?
(Yvonne/Howard): any EURACT Council members interested are to contact Howard who has a direct contact with AMEE.
14. Invitation from webmaster of WONCA-Europe website to host the EURACT website
(Mario/Darach): this was declined for time being.
15. Discussion and adoption of rules regarding publicising events (conferences/seminars/courses) related to teaching Family Medicine on EURACT website (Mario/Darach): standardised criteria are to be drawn up by the website task group.
16. New Leonardo da Vinci – EURACT project re Appraisal of Teachers in GP: Adam explained that the project has been accepted, starting on the 1st November and lasting for 2 years (there are some financial technicalities still to be sorted out). The criteria and methodology will be developed using electronic tools through the website. EURACT is to contribute 11500 Euros and will receive a grant of 34500 Euros from LdV. A Task Group is to be formed in Skopje to take forward EURACT's contribution.
17. Future EURACT courses
 - (a) Level 2 Course, Skopje, 3-5 April 2014: the EURACT-sponsored participants' list proposed by MSC was approved.
 - (b) A Level 1 Course in 2015 will take place in Georgia. There were no proposals made yet to host the Level 2 course in 2016.
 - (c) Joint EURACT, EQuIP and EUROPREV conference, Dublin 2016: to be discussed in the Council meeting in Skopje next April 2014.
18. Future Council meetings
 - (a) Spring meeting 2014, Skopje, FYR Macedonia: 24-26 April.
 - (b) Autumn meeting 2014, Porto, Portugal: 2-4 October.
 - (c) Spring meeting 2015, Prague, Czech Republic: 23-25 April (still to be approved by Prague).
 - (d) Autumn meeting 2015, Sarajevo, Bosnia & Herzegovina: 8-10 October proposed.
 - (e) Spring meeting 2016, Adana, Turkey: May proposed
 - (f) Autumn meeting 2016, Dublin, Ireland: perhaps in early September
19. WONCA Europe Conferences
 - (a) WONCA Europe Lisbon Conference 2014, July 2-5: no workshops were proposed by the BME or ST committees due to lack of attendance by members at the conference; however the CME/CPD committee intend to present a workshop, there will be another about the Leonardo-EURACT project, and an informative session for EUPA (Stefan/Janko); Denise will coordinate the EURACT booth.
 - (b) WONCA Europe Istanbul Conference 2015, October 21-25, (workshops, informative session, keynote, booth, etc.) - not discussed.
 - (c) WONCA Europe Copenhagen Conference 2016, June 15-18 - not discussed

(d) WONCA World Conference 2016, Rio de Janeiro, Brasil, November 2-6 - not discussed

20. Action points not covered elsewhere: a request was received from Croatia for EURACT to be patron of an international congress by Croatian Association of Teachers in FM in Zagreb 13-16 March 2014: Katarina, Zaim, Yvonne, Esra and Janko are to be provided with the programme so as to advise EURACT if this request is to be accepted.

21. Any other business: a proposal was made by Howard that EURACT as a rule does not support activities not related to training in FM: nearly all present approved this motion, with three members abstaining, none against.

Review of meeting.

Feedback was given by new and selected members. Janko thanked all members present, Llukan for a well-organised meeting (who received a round of applause), the EB and Nina. Mario thanked Janko on behalf of the Council.

Post-Council Executive Board Meeting.

Present: Janko, Mario, Esra, Adam, Francesco, Nina

Apologies: Ruth

- Winter EB Meeting: to take place – Rome, 17-19 Jan 2014: Francesco is to identify a suitable venue. Mario is to check if the date is suitable for Ruth.
- EUPA – Francesco to keep contact with Stefan and liaise re printing costs with Esra.
- Janko is to write to the Jordanian GP, to the ADHD organisation, and to VAS (suggesting Francesco's participation on a personal basis)
- WONCA documents: Mario is to arrange for the links to be put on the website
- Croatian Association of Teachers in FM international congress: Mario is to ask Durdica as Croatian rep to pass details of programme to the Council members who will review it and recommend if EURACT will provide its patronage or not.
- Winter EB to discuss patronage matter, organisations in collaboration, LdV project, finances, fees, policy planning task group, Skopje meeting, elections.

Appendix 1: Updates on committees' work since last meeting

Basic Medical Education (BME)

Francesco Carelli, Chair

Here BME Committee !!

- What it is ? What happens there ?
- By Francesco Carelli , Committee Chair

BME Committe's history

- Since I am there:
- ECE (Early Clinical Exposure)
- EURACT Checklist for Attachment Program Organisers
- European Minimal Core Curriculum in undergraduate
- Mapping academic situation of undergraduate teaching for family medicine in Europe

1. Howard's proposal about intervention to promote GP/FM teaching at the Universities where it does not exist. This work could include collecting additional data through sending out preliminary questionnaires (at what stage are the decision makers at these Universities). Finally decision was made to ask EURACT Council which is the barriers on the way of development GP/FM teaching on undergraduate level.
2. Another proposal was to use qualitative method for stimulating – interviews at these Universities.
3. Proposal to find out how the clinical component is designed and implemented in the Universities where they teach GP/FM with clinical component (I proposed this as a suggestion made by Mette during the last committee meeting in Adana).
4. Proposal to compare our minimal clinical curriculum (developed based on the Delphi method) with the real situation at the Universities (what are they teaching in reality). This proposal was made by Durdica.

Research 1

What, in your personal opinion, limits or enhances the development of FM/GP.

- 1. at the academic/university level +determination of the school leadership to introduce FM, outside pressure (World Bank), connections between the leadership and FM academics; -lack of academic FM staff, traditional "medical" orientation of the medical school, bad examples of some successful medical schools without FM departments
- 2. at the policy/ political level +support of the key politicians, - lack of their support
- 3. at the population level +developed family practice,
- 4. at the insurance level no impact on undergraduate
- 5. at other levels? Societies of FM shall support development of academic staff by supporting research, international collaboration presence in the international educational and research bodies, clear programme for the development of the discipline in the country
- Please answer these questions about your country and then about the situation in Europe/ the world.
- If you present a positive picture about your country tell us why in your opinion others do not succeed. If you present a negative one, tell us why do you think others succeed.

Specialist Training (ST)

Katarina Stavric, Chair

Specialty Training Committee

- EURACT Statement on hospital Posts used in General Practice Training
- EURACT appeal for Austria about the academic training in family medicine.

Meeting in Tirana

Assessment tool document?

Training of the assessors?



How to monitor progress of residents during teaching program? (Trainees in difficulty?)

Discussing the articles from Jan

- EUPA document chapter 4 on assessment
- Remedial interventions

CME/CPD

Ruth Kalda, Chair

CME/CPD Committee

Members: Ruth Kalda, Razvan Miftode,
Elena Frolova, Zaim Jatić, Jáchym
Bednář, Péter Vajer, Sonata Varvuolyte

Activities since Graz meeting

- CME/CPD Dynamic Interactive Database
- Literature review about portfolio based learning with the emphasise on CME/CPD
- Workshop in World Wonca in Prague :
Portfolio in CPD/CME (Jáchym, Ruth and Eva)

Objectives for Tirana meeting

- To work further with the idea about use of Portfolio in continuing professional development (CPD)
- Introduction of e-portfolio concept
- Brainstorming about possible new projects: what is really important for the GPs in Europe considering CME/CPD. And what we as Euract Committee can give them?

Member services (MS)

Esra Saatci, Chair

Progress MSC

- **2012 Bled course** 14 countries, 5 sponsored, 2 low income, 1 low-middle, 1 middle-high, 1 high, 3000 €
- **2013 Bled course** 15 countries, 5 sponsored (Macedonia, Turkey, Serbia, Romania, Portugal)
- **International Courses Leonardo 2 in Skopia 3-5 April 2014** (Katarina) 7500 € investment, 12 sponsored, 5 applicants (Turkey, Slovakia) till now **Leonardo 3 Denmark / Prague 2014** (Adam) 3750 € investment, 8 sponsored
- **Membership & contributions** France and Ukraine not participating, 2 countries no representatives: Iceland and Cyprus (Dimitrios, Roar and Yvonne)
- **WONCA – Prague –booth** schedule and timetable, PR material, Newsletter, Leonardo leaflets, poster (Esra, Adam, Filipe, Denise and Jachym)
- **Newsletter** (Jan, Adam and Yvonne), EUPA, Publication policy
- **Conferences** AMEE preconference, 2016 Dublin EURACT-teaching conference day

Objectives MSC

- Decide for the 12 sponsored names for L2 Skopje)
- Decide for the 8 sponsored names for L3 Denmark)
- Decide for the country to host Leonardo Level 1 course in 2015
- Decide for the 5 sponsored names for Bled course 2014
- Invitation for non-member European countries
- Preparations for Wonca Europe Lisbon 2014 (visibility and workshops)
- Solution for France, Iceland and Cyprus
- Newsletter, EUPA

Appendix 2: Updates on task groups' work since last meeting

Website task group

Mario R Sammut, Chair

The screenshot shows the EURACT website homepage. At the top, there is a blue header with the EURACT logo and navigation links: HOME, ABOUT US, NEWS & EVENTS, FORUM, ACTIVITIES, PUBLICATIONS, RESOURCES, and LEONARDO TEACHERS COURSES. Below the header, there is a search bar and social media icons for Facebook and Twitter. The main content area is divided into several sections:

- ARCHIVE:** A sidebar on the left containing contact information (Phone: +386 1 4386 913, Fax: +386 1 4386910, Email: info@euract.eu) and logos for umbrella organizations (Wonca, EGPRN) and networks (EquiP).
- Welcome to the website of Euract:** A central banner with a photo of the EURACT Council members in Graz, Austria, dated 5 April 2013. The text states: "The European Academy of Teachers in General Practice and Family Medicine (EURACT) was launched in March, 1992. The overall aim of the Academy is 'to foster and maintain high standards of care in European general practice by promoting general practice as a discipline by learning and teaching.'"
- BECOME A MEMBER:** A section with a stethoscope icon and a 'BECOME A MEMBER' button.
- Members area sign-in:** A login form with fields for Username and Password, a 'Remember Me' checkbox, and a 'Login' button. There are also links for 'Forgot your password?' and 'Forgot your username?'.
- MEMBERS' FORUM:** A section with a colorful icon of people and a 'MEMBERS' FORUM' button.
- MEMBERS' CHAT ROOM:** A section with a speech bubble icon and a 'MEMBERS' CHAT ROOM' button.
- Upcoming events:** A section at the bottom right listing events:
 - Thu Oct 03, 2013: EURACT Autumn Council Meeting
 - Mon Oct 14, 2013 @08:00 - 05:00PM: Conference on Relevant Issues of Geriatrics and Gerontology
 - Tue Oct 15, 2013 @08:00 - 05:00PM: Conference on Relevant Issues of Geriatrics and Gerontology



Website Task Group

Mario R Sammut, Chairman

Jachym Bednar

Bruce Brinkley

Francesco Carelli

Dimitrios Karnasios

Razvan Miftode

Darach O'Ciardha

Katarina Stavric

Markku Timonen

Adam Windak

EURACT Council Meeting

Tirana, 3-5 October 2013

Progress made since the last meeting (Graz, April 2013)

- Cosmetic changes to homepage euract.eu
- Council members given facility to update individual country pages directly
- Launched:
 - CME/CPD interactive database
 - ‘Ask the Expert!’ project
 - Facebook page: [facebook.com/Euract](https://www.facebook.com/Euract)
 - Twitter account: twitter.com/euract

Objectives to be tackled in the present meeting

- Election of new chairperson
- Review of recent developments
- Proposal of further improvements

Educational Research task group

Yvonne van Leeuwen, Chair

Educational research meeting Graz

- Round of experience in ER.
- Round of preferences for discussion in ER.
- 1.! Reviewing the educational literature.
- 2. Research skills in ST
- 3.! Toolbox for assessing medical educational interventions.
- 4. Developing evidence based guidelines for medical education
- 5. Producing an overview of educational research methods
- 6.! Design on research of learning styles.
- ! = chosen issues

- 1 and 3. concerning the subjects"
- One to one teaching / workplace learning / giving feedback:
- Portfolio / reflective learning
- Videotaping, consultation skills
- Effects of e-learning

- 6. exercise: discussion about a design to test the learning style theory (Howard)

meeting Tirana

- Homework
-
- Jan sends articles to members for 1.
- Jan assembles articles for 3.
- Howard does ER-experiment with several members.

- Agenda Tirana.

- Little round on important issues (a.o. AMEE) Discussing the process and product of reviewing the articles.
- Showing and discussing the toolbox (3, Jan);
- Report of the learning styles experiment.

Policy Planning task group

Peter Vajer, Secretary

Policy plan task group

- starting point is constitution, we should fulfill the aims and tasks which are stated there
- we should improve things what we are doing well: courses, producing documents
- increase visibility
- keep up newsletter, an editorial board should help with the newsletter

Policy plan task group

- presence at conferences (WONCA)
- organizing courses
- we should promote our documents
- every three years a EURACT conference (first in 2016?) should be organized, where any member could submit an abstract, this way we could attract more members
- we agreed on that we need academic input, but the Council has its tasks for the Council Meeting, so any activity like that could serve more as a “refreshment”
- we should strengthen the collaboration with other organizations like departments at universities

Survey on services for members

Yvonne van Leeuwen

Survey on member service

Janko, Roar, Peter, Esra, Dimitrios, Howard, Denise, Katharina, Razvan, Givi, Ruth

- Teaching agenda's (BME, VT, CME) 3
- Network of GP/FM-academies 1
- Exchange (students, trainees, trainers) 7
- Identifying educational needs 1
- Providing teaching materials 5
- Discussing teaching content, concepts 2
- More courses / masterclasses (life and IT) 8
- Discount on courses 1
- EU-educational research project 1
- Educational conference 4

- support for the newsletter and 'ask the expert'

order of frequency

- More courses / masterclasses (life and IT) 8
- Exchange (students, trainees, trainers) 7
- Providing teaching materials 5
- Educational conference 4
- Teaching agenda's (BME, VT, CME) 3
- Discussing teaching content, concepts 2
- Network of GP/FM-academies 1
- Identifying educational needs 1
- Discount on courses 1
- EU-educational research project 1

Appendix 3: President's Report

EURACT Council meeting Tirana October 3-5, 2013

Since the last meeting in Graz, Austria, I attended on behalf of EURACT the conference of Association of South East European Family Practice Societies (10 Societies) in Belgrade, Serbia, April 11-14 as invited speaker. I spoke on the importance of international collaboration in the field of academic family medicine. Tony Mathie attended on behalf of WONCA Europe.

On behalf of EURACT I attended international conference of Family Medicine Society of Sarajevo Canton in Sarajevo in Sarajevo Bosnia, May 9-10 as invited speaker. I spoke on the Slovenian example of a development of Family Practice and on Importance of teaching family medicine on the undergraduate level.

I attended WONCA Europe EB meeting in Prague during WONCA World conference, June 21, 2013. WONCA Europe will kept elections of the WONCA Europe EB. Roar was nominated EURACT representative in WONCA Europe EB for the period of the next three years. Past EURACT Honorary Secretary Job Metsemakers was elected WONCA Europe President.

WONCA Europe EB decided to take over work on European definition of general practice. It was agreed that there won't be any major changes, and editorial work shall be done by a small group appointed by WONCA Europe EB.

I attended the meeting of WONCA Working Party on Education on June 25, chair Allyn Walsh. We will discuss WONCA standards for postgraduate family medicine education and Checklist for Family Medicine/General Practice Experiences during our Tirana Business meeting, but you can read more on <http://www.globalfamilydoctor.com/groups/WorkingParties/Education.aspx>. We started review of basic medical education and CPD standards.

We run elections in Slovakia and for the first time in Montenegro and have got 2 new Council members. I express a warm welcome to both of them. There are still Cyprus and Iceland EURACT members not represented by a Council member. France, once one of the key countries represented in EURACT remains without meaningful EURACT membership and its presentation in the Council.

Realisation of the policy plan for 2013:

- A position paper on EURACT strategy for the next 3 years is still pending.
- We hold two regular Council meetings – one in Graz, Austria, one is due in Tirana, Albania.
- We elected President, Honorary Secretary, Honorary Treasurer and a Member at large.
- We are still in the process to simplify membership application process.
- We got new members in member countries and included one new country.
- Educational research has not been presented enough during Council meetings.
- We contributed our part in the renewal of the European definition of GP.

- Collaboration with similar organizations and other WONCA Europe groups was not very active this year.
- There is a prospect for collaboration in a Leonardo da Vinci project on project „Continuing educational development and harmonisation of expert teachers in General Practice/Family Medicine in Europe through a systematic process of quality improvement”.
- We still have to look for the educational expertise in developed countries.
- Networking with educationalists in Universities across Europe is still not present.
- Work on a project of licensing of GPs/FPs in Europe stagnated after one member of the group left Council.
- EUPA has not been publicised by WONCA World Prague conference
- News-letter appears irregularly.
- Our web-site is regularly updated.
- One course on the Leonardo da Vinci Project legacy was organised.
- We supported EURACT course on Learning and teaching on doctors' wellbeing.
- We provided two educational workshops during WONCA World conference.
- We are in the midst of setting / deciding necessity of Undergraduate educational agenda and standards of BME (undergraduate) teaching in GP.
- Standards for family medicine and hospital parts of specialist training have not yet being dealt with.
- We have not found any opportunities to provide help (mainly educational expertise) in less developed countries.

Summing up, besides our web-site, two WS at WONCA World conference and two EURACT courses we miss new brake through projects and products in this year, which offers us room to work better in the years to come.

Janko Kersnik

Appendix 4: New EURACT members

Croatia

1. Lidija Prlić

Italy

1. Davide Luppi

Macedonia

1. Katerina Andreeska
2. Josif Vasilev
3. Valentina Nejasmic
4. Gulevska Gabriela
5. Arben Taravari
6. Liljana Kocankovska
7. Biljana Gerasimovska
8. Biljana Cekorova Mitreva
9. Petar Gavrilovski
10. Tatjana Popovska
11. Irena Vitanova
12. Biljana Jordanoska
13. Jasminka Zerovska Popovska
14. Lidija Gligorova
15. Elizabeta Kostovska Prilepcanska
16. Suzana Nikolovska
17. Filip Lokvenec
18. Katerina Kikerkovska
19. Katerina Andonovska
20. Goran Andonovski
21. Makedonka Zeroska
22. Milena Simovic
23. Mihajlo Kulumov
24. Gordana Kiteva Trencevska
25. Monika Jaric

Norway

1. Thorsen Olav
2. Hans Hovik

Poland

1. Kurpas Donata
2. Jozef Dolanovski
3. Asia Szelağ

Portugal

1. Juan Jose Gonzales

Romania

1. Mihai Sorin Iacob

Serbia

1. Sretenović Vlada
2. Čitlučanin Goran
3. Stefoski Aleksandar

Slovakia

1. Liptak Peter

The Netherlands

1. Scherpbier de Haan Nynke
2. Schleypen Harry

Turkey

1. Zuhall Saglam
2. Okcan Basat
3. Pakize Gamze Erten Bucaktepe
4. Yasemin Cayir
5. Tahsin Celepkolu

Ukraine

1. Tkachenko Victoria
2. Kicha Natalia
3. Klymas Irina
4. Khimion Liudmyla
5. Yashchenko Oksana
6. Danyliuk Svitlana

All together: 51 new members.

Appendix 5: EURACT 2013 Budget and 2014 Predicted Budget

EURACT 2013 Budget and 2014 Predicted Budget

Esra Saatci

A. INCOME 2013

INCOME	EUROS
Membership fees 2012	242,50
Membership fees 2013	4.227,50
Membership Fees Total	4.470
WONCA Europe subsidies	8.000
CEDin project	7.512,47
TOTAL	19.982,47

Details of the membership fees paid in cash in Graz

Country	Euros
Albania	50
Bulgaria	220
Croatia	220
Georgia	50
Greece	525
Latvia	60

Details of the membership fees paid in cash in Graz

Country	Euros
Lithuania	35
Macedonia	100
Malta	350
Moldova	100
Montenegro	60
Romania	400
TOTAL	2170

Details of the membership fees transferred to RaboBank

Country	Euros
Austria	700
Netherlands	1400
Romania	80
Slovakia	210
Slovenia	725
Switzerland	950
TOTAL	4065

B. EXPENDITURES 2013

EXPENDITURE	EUROS
Vienna EB meeting January 2013	2.745,69
Secretariat expenses	6.000
Reimbursement for 5 countries for Graz Council meeting 4-6 April 2013	2.830,30 Albania 201 (hotel) + 540 (travel) Bosnia&Herzegovina 102 (hotel) Georgia 201 (hotel) + 277 (travel) Macedonia 201 (hotel) Moldova 268 (hotel) + 390 (travel)
Bank commission	135,69
Printing	212,75
Web page	1.167
L3 Graz	1.055,80
TOTAL	14.147,23

B. EXPENDITURES 2013 (cont'd)

from 01 September 2013 to 31 December 2013

EXPENDITURE	EUROS
Tirana meeting reimbursements 3-5 October 2013	3.000
Remaining payment for the Graz CM	110 (Natalia)
Remaining payment for the travel to Graz	217.8 (Zaim)
Nina flight to Tirana	168,72
Bled course 24-28 September 2013 (5 sponsored places)	3.000
TOTAL	6.496,52

- 6.496,52 - 5.592,74 = **minus 903,78**

C. BALANCE 2013

- Balance
- **67.863,05 EUROS**
- **27.08.2013**

**Audit Report from Roger Price (United Kingdom)
23 April 2013**

- I have looked at these papers carefully and the accuracy of the calculations appears correct to me
- The details are understandable and the overall integrity of the financial management of EURACT appears robust

**Audit Report from Dolors Garcia Fores (Spain)
10 September 2013**

- I agree with Roger
- EURACT has 62.700 € in the bank account
- Good because that money it is two times the annual budget
- The budget of 2013 is very conservative
- Nowadays we lose 400€ but we are waiting the income of LEONARDO'S sponsorship

• EURACT

• Predicted budget 2014

A. INCOME 2014 (predicted)

INCOME	EUROS
Membership dues	29.090
Wonca funding	7.000
LdV Project	7.000
Total	44.090

B. EXPENDITURE 2014 (predicted)

EXPENDITURE	EUROS
EB winter meeting January 2014	3.000
Reimbursement for 5 countries for spring Council meeting Skopje 24-27 April 2014	3.000
Reimbursement for 5 countries for autumn Council meeting Porto Portugal	3.000
L2 Skopje course 3-5 April 2014 (12 sponsored places)	7.500
L3 spring 2014 Denmark (8 sponsored places)	3.750

**B. EXPENDITURE 2014 (predicted)
(cont'd)**

EXPENDITURE	EUROS
Secretariat	6.000
Secretariat travel to meetings and WONCA conference	2.200
Bank commission	300
Printing	500
Web page	1.500
Newsletter	1.000

B. EXPENDITURE 2014 (predicted) (cont'd)

EXPENDITURE	EUROS
LdV Project	10.000
WONCA Europe Lisbon	1.000
Bled course September 2014 5 sponsored place	3.000
Unforeseen expenses	500
Total	46.250

- Difference
- **-2.160**

Thanks to 14 countries for their full payment

- Albania
 - Austria
 - Bosnia-Herz.
 - Czech Rep.
 - Denmark
 - Estonia
 - Macedonia
- Malta
 - Moldova
 - Montenegro
 - Netherlands
 - Russia
 - Slovakia
 - Slovenia

Thanks to 12 countries for their partial payment

- Bulgaria
- Croatia
- Georgia
- Greece
- Hungary
- Latvia
- Lithuania
- Portugal
- Romania
- Serbia
- Switzerland
- Turkey

No payment yet (16 countries)

- Belarus
- Belgium
- **Cyprus**
- Finland
- **France**
- Germany
- **Iceland**
- Ireland
- Israel
- Italy
- Norway
- Poland
- Spain
- Sweden
- **Ukraine**
- UK

Thank you for your attention

Appendix 6: Policy plan for 2014

Tirana Council meeting, October 3-5, 2013

In 2014, **in the field of internal affairs**, EURACT will:

- produce a position paper on EURACT strategy for the next 3 years, responsible: a task force on EURACT strategy
- hold two regular Council meetings to enable exchange of ideas, work on projects and “production” of new ideas – one in Skopje, FYRM, one in Porto, Portugal, responsible: EB & local organizers (Katarina, Denise) & Council members to attend on a regular basis
- run elections of EB member at large, responsible: Honorary Secretary
- simplify membership application process, responsible: MSC
- try to include more members from existing member countries where feasible (more members enable solidarity), responsible: Council Members
- set appropriate membership fees, responsible: EB
- try to include countries in Europe region, which are not yet members or disappeared from the map of EURACT (France, Ukraine...), responsible: MSC
- promote educational research by presenting it during Council meetings and by other means, responsible task group

In 2014, **in the field of external collaboration**, EURACT will:

- collaborate with similar organizations, i.e. AMEE, responsible: Howard
- collaborate with EGPRN, EQuIP, EUROPREV, EURIPA, SIGs and Hippocrates programme, responsible: Council Members
- look for collaboration in future international education related projects, responsible: Council Members
- Leonardo da Vinci project „Continuing educational development and harmonisation of expert teachers in General Practice/Family Medicine in Europe through a systematic process of quality improvement”
- look for the expertise in developed countries, responsible Council Members
- try to network with educationalists in Universities across Europe, responsible BME

In 2014, **as a service to its members**, EURACT will:

- publicise EUPA by WONCA Europe Lisbon conference, responsible: Task group led by Stefan
- publicise a News-letter twice a year (one printed for the WONCA Europe Lisbon conference), responsible: Task group
- maintain and regularly update its web-site, responsible: Task group
- exploit Leonardo da Vinci Project legacy, i.e. organisation of at least one teachers’ course per year, publicising framework document and project results, responsible MSC
- support or provide other existing EURACT courses (including assessment course), responsible: MSC
- provide educational workshops during WONCA Europe Lisbon conference, responsible for coordination Yvonne
- provide teaching materials and information on EURACT in the booth during WONCA Europe Lisbon conference, responsible MSC

- set Undergraduate educational agenda and standards of BME (undergraduate) teaching in GP, responsible: BME committee
- set standards for family medicine and hospital parts of specialist training, responsible: ST committee
- set standards for the continuing development of CPD/CME in GP/FM, responsible: CME committee
- look for the opportunities to provide help (mainly educational expertise) in less developed countries, responsible Council Members

Janko Kersnik

Appendix 7: Reports from committees

Basic Medical Education (BME)

Francesco Carelli, Chair

Present: Natalia, Ilse, Durdica, Mira, Howard, Givi, Ljliana, Jana, Francesco

Absent: Valentina, Stefan, Markku

The Committee welcomed Ljliana and Jana as new members. We stated to help Mette to make the final reviews the reviewers asked for publishing the paper on mapping in details about Family Medicine teaching and courses and rotations in Europe.

We discussed so to finalize in two weeks time the EURACT Statement on Family Medicine Undergraduate Teaching in all European Universities so to send to the Executive Board for approval.

Givi explained some ideas concerning a research how the clinical component is designed and implemented in the Universities where Family Medicine is taught at good level.

Givi agreed to send a clear design realistically and seriously to be manageable in not long time.

We discussed development about research on ideas and proposals for development of Family Medicine teaching where barriers exist on the way of development of Family Medicine teaching at undergraduate level. Because of a wonderful and very fruitful brainstorming on this topic at Plenary Council opening meeting, we went on shortening and summarizing duplications in a list of 66 items expressed. In this way we will be able to send to Council members a shorter list.

We realized that answers and ideas were depending on the level of development of FM in each respondent's country, so we will manage to add a specific question, which context the respondent is coming from, respondents have to consider themselves as a needing country.

We'll continue to work hard as always in between.

Francesco

EURACT Council, Basic Medical Education Committee

Specialist Training (ST)

Katarina Stavric, Chair

Present: Katarina Stavric (Macedonia) - chair, Eva De Fine Licht (Sweden), Jan Degryse (Belgium), Dolores Fores (Spain), Inguna Locmele (Latvia), Roar Maagaard (Denmark), Llukan Rrumbullaku (Albania), Mario R Sammut (Malta), Darach O' Ciardha (Ireland), Peter Prydz (Norway), Jo Buchanan (UK).

Agenda

- Discussion and define the state document on assessment
- Workshop of ST Committee at Wonca Europe Conference in Lisbon July 2014
- Miscellaneous

The Committee welcomed Jo as new member. The Agenda was accepted by all members.

Item 1: There was a discussion on the assessment document. All we agreed that feedback is a key feature of assessment. The members decided to work on a Statement on Assessment in Specialty Training "Assessment for learning" By brainstorming we produce a summary.

Further action will be done in between working on Statement. Jan will support the members by documents of interest. Katarina will coordinate future work on this Statement.

Item 2: It's too early to prepare workshop on assessment. During this meeting no one confirm that will attend the Conference in Lisbon except Roar. We decided to confirm attendance by December 2013.

Item 3:

- About the Francesco request, Katarina will look for more information about the Tuscany situation. Also it was decided the Tuscany Region can send a request to all members of the EURACT to look for sign individual agreements with institutions for Exchange of trainees.
- Roar present the HEP/VDGM requested assistance from EURACT to promote exchange. It was decided Darach to write to VDGM, highlighting positive regard and request from them a summary of educational benefit for Trainee and Trainer.

Meeting lasted from 11:30 -12:30 and 13:30- 14:30.

October 4th 2013.

Katarina, chair

CME/CPD

Jachym Bednar for Ruth Kalda, Chair

Participants: Elena Frolova, Ruth Kalda, Jachym Bednar, Peter Vajer, Zaim Jatić

1. Short information about workshop "Can portfolio based learning used in CPD?" we have presented in Prague, where Ruth, Sonata, Eva, Jachym were participating.
2. PP presentation concerning this workshop and literature "Review learning portfolio" by Ruth, Elena, Razvan, Jachym was sent to members of our committee and the second paper also to Educational research committee.
3. Discussion about Ruth's proposal to step down from the position of chair, nobody present in Tirana was ready (eager) to assume responsibility of committee, we have decided Jachym and Ruth together will participate chairing committee until next meeting, where final decision will be approved by all the members.

4. Discussion about future plans and visions of our committee.

A. Peter Vajer 's proposal of a new topic : How to work with people with special needs (concerning minorities and migrants).

- to call into being (to create) material, methodology, resp. workhop - How to teach/learn this topic

- the same topic to be presented in Lisbon WONCA - 7/2014 by Euract - CPD/CME committee (Jachym tries to get in touch with Peter Marko - Slovak Euract member being active in this field since a long time ago - /gypsies in Eastern Slovakia/)

B. Jachym 's proposal : To collect all possible CPD/CME materials ever published or circulating among members in past and to put them up to the newly created subfolder CPD/CME in shared Dropbox

C: Jachym 's proposal made-up after comeback to home : to collect literature about CPD/CME teaching/learning, to sort it out, to choose the best 10 books or sources recommendable and to hang it up to website.

D.: Jachym 's proposal made-up after comeback to home :To have own space (SPD/CME space) in website , In website there is internet bar " Resources - CPD/CME" where our DD is placed, we might put our materials designated for all up to this part of website, Jachym willl ask Darach and Mario.

5. Proposal : At the next Euract Council meeting (24.4. 2014 - Thursday afternoon) CPD/CME committee to organize panel discussion about CPD/CME future plans within Euract where all the Euract council members would be involved through Nominal group technique http://en.wikipedia.org/wiki/Nominal_group_technique or brainstorming, goal: to get fresh ideas, new visions etc.

6. Proposal : In period between : to address all the Euract council members with email and 3 questions :

1. What kind of approach in CPD/CME teaching/ learning did you participate in the year 2013, 2. What approach do you enjoy the most ? 3. Why just this approach ?

7. Proposal to do some kind of "manual" or just information on the website about how to chose CME/CPD topics, how to design CME/CPD curriculum, how to and where accredit CME/CPD, where and how to find money, how to get doctors on the CME/CPD, how to evaluate impacts of CME/CPD and how to make research in the field of CME/CPD.

8. To make short overview of the methods used in CPD/CME, advantages / disadvantages of each, suitability, appropriateness of each (Elena). This overview could be the first part of "Manual" mentioned in topic 7. To use document "How to make personal learning plan" (made by CME/CPD Committee 2004-2007) as an example.

9. To continue with the topic Portfolio based learning, to acquire a suitable sample of personal e - portfolio form english speaking person, to adjust it and to put it up to the website as an ideal sample for visitors of the website.

10. Jachym 's proposal made-up after comeback to home : draw committee members attention to new (2012) internet journal on CPD/CME

<http://www.jecme.eu/index.php/jecme> , it would be suitable to contact them and to publish there ? F.e. inform there about data from our DD ? Etc.

Member services (MS)

Denise Alexandra, Chair

Present: Adam, Bruce, Denise, Dimitrios, Esra, Janko, Yvonne

At this meeting the Member Service Committee did not receive new members.

Since Esra is also treasurer of EURACT, she asked to step down from the MSC chair. I volunteered and everybody agreed. The EURACT Council approved this nomination. Since I am currently pregnant and will not be able to participate on 2014's Spring meeting, in Skopje. Bruce will replace me during this meeting.

MSC selected 12 sponsored places for level 2, in FYR Macedonia, in 2014. We received 11 applications: 5 from Turkey, 1 Slovakia, 3 Serbia and 2 Croatia. Being three the maximum number of sponsored places from the same country, MSC decided that 3 of the 5 Turkish applicants would be randomly selected. MSC decided that the 3 remaining sponsored places will be from Macedonia and selected by the representative, Katarina.

The level 3 course will consist of two parts: 1st in Denmark, in May 2014 and the 2nd in Prague, in April 2015. Roar will ensure that the first part will be organized by a local colleague, Dr. Soren Olson. Again because of my pregnancy, I will not be able to be part of the faculty of this course as initially thought. Slovenian colleague, Zalika, will take my place. We expect 14 to 16 participants. Each Council member will identify an adequate national participant and academic tutor. These may apply for sponsorship until the 15th of December 2013. EURACT's budget for this course is 7500 euros for both parts (3750 euros each). We believe that it is urgent for the organizers to know the course's total cost to decide how much will the participation fee be. EURACT will sponsor 8 places, maximum of 2 per country, for this course and these will be selected on a first come first served basis. We have already received and accepted a Greek applicant.

MSC accepted Givi's offer to host level 1 International course in 2015. We will give him every information and support he may need.

This year's Bled course was again a success with approximately 60 participants from 15 different countries. In 2014 the theme for the Bled course will be "Learning and Teaching about the scope and limits of General Practice". The course will be held 24 to 28 of September. EURACT will sponsor 5 places. The deadline for applications for sponsorship will be decided in the Spring Council Meeting 2014.

A Jordanian colleague sent an email stating his interest in joining EURACT. Jordan does not belong to the WONCA Europe region. Janko will reply to the colleague's email explaining that, despite not being eligible to EURACT membership, he may rely on EURACT's support with educational issues and the organization of a similar regional association.

MSC also discussed the needed preparations for WONCA Europe 2014, in Lisbon. As usual we will have a booth in the WONCA reserved area and I will organize the rotation timetable. I have already contacted the Conference's organization to find out what they expect from EURACT and logistic details about the submission of workshops. It seems that we may be able to participate with a symposium and two workshops. The symposium will serve to introduce EURACT and the EUPA document. Yvonne will coordinate the workshops.

We have been concerned with the absence of members from France, Cyprus and Iceland. Bruce contacted several French colleagues but none of them seemed interested in being a Council member. They explained that there are numerous groups in France including syndicates. In Bruce's opinion the best French association to contact will be the Collège National des Généralistes Enseignants. He will write a letter to them explaining what EURACT is and inviting them to have a representative in the Council. Dimitrios contacted Cypriot EURACT members and they explained the crisis in Cyprus with a 50% reduction of their wages. They feel that the 50€ EURACT fee is too high. Dimitrios will write a letter manifesting our support and keeping them motivated to belong to EURACT. We hope that some of the nearly 50 Cypriot members will pay the fee. Regarding Iceland, Roar has tried to contact Icelandic colleagues but still with little success. He will keep on trying.

MSC praises the work done with the newsletter and hope that it is issued twice a year. We suggest that a small section of the newsletter be reserved for the national representative of each country.

Stefan is coordinating work on the EUPA document. MSC hopes that this document is completely finished in December 2013, published for the next Spring meeting and launched during WONCA Europe 2014.

During the next meeting, in Skopje, MSC would like to further discuss what more can EURACT offer to its members and the possibility of organizing a European Educational Conference.

Denise Alexandra
EURACT Council, Member Service Committee

Appendix 8: Reports from task groups

Website task group

Darach Ó Ciardha, Chair

Chairmanship passed from Mario Sammut to Darach Ó Ciardha after Mario stepped down and no other candidates came forward other than Darach. Meeting was co-chaired by Mario and Darach.

In attendance: Darach Ó Ciardha (Ireland) - Chairman, Jachym Bednar (Czech Republic), Bruce Brinkley (Switzerland), Francesco Carelli (Italy), Dimitrios Karnasios (Greece), Roar Maagaard (Denmark), Katarina Stavric (Macedonia), Mario R Sammut (Malta)

Items discussed:

- The current website is based on Joomla (1.5) which is an unstable and unsupported version. Recommendation by Bruce to upgrade to 3.2/3.2. Darach to contact Matej (webmaster) regarding time and cost of upgrade so that once approved by EB the work can commence.
- Concern expressed about nature of events being publicised on the Events section. After discussion it was agreed that as part of its editorial function the Website Task Group should produce a criteria document for such events and that this is circulated to all Council members once approved by EB.
- Wonca Europe offer to host EURACT website was discussed and decision taken to politely decline for the present.
- Leonardo section - it was suggested that a lock symbol be inserted on the links to Level I, II, III so people are not disappointed when they get an access denied message when they click, if they do not have requisite access rights.
- There was a lively discussion about whether to open the website up more to non-members. No consensus reached! Website Task group to draft a consensus statement for consideration by EB +/- Council. An interim measure which may assist would be to allow people's email to be used as well as their login name when people are signing in, this may help more people login. With regard to "Ask the expert" is it possible for the general login to confer login rights to ask the expert also? System is not intuitive currently.
- Jachym has been spearheading the streamlining of the Dropbox organisation. We discussed drawing up a guide for people to use Dropbox correctly. This will be a valuable asset.
- Dimitrios suggested highlighting an Educational story of the Month.
- There was a request for Bled photos to be added to the website.

Actions arising (updated 23/10/2013):

- Contact Matej re items 1, 4, 5 [completed by DO'C]
- Event Criteria to be agreed [heads to be circulated for discussion by DO'C]
- Communication with WONCA Europe re hosting [done by Mario]
- Status report regarding Dropbox project [Jachym to prepare]
- Consensus on password issue [heads to be circulated by DO'C]
- Educational Story of the month [Dimitrios to collate?]

Educational Research task group

Yvonne van Leeuwen, Chair

Present: Jan, Denise, Zaim, Katharina, Ruth, Elena, Natalia, Howard, Ilse, Durdica, Dolores, Lubliana, Yvonne, (chair)

Absent: Sonata

We have had two meetings of one hour.

In both meetings we discussed the literature reviews presented by different members of the group: Natalja (2x), Elena, Ruth, Zaim, Yvonne.

The articles presented were interesting for two reasons:

- the content
- the methodology.

The reviews will be sent to Jan for the next issue of the EURACT newsletter. Jan has opened a 'toolbox' where we can get and place the reviews. New articles are already there to be found.

We have concluded that the present way of working is useful: we learn from the articles (content and methodology) and from the process of reviewing. We can transfer this knowledge to the rest of the Council and to our own members and departments.

In Skopje we will continue the reviews.

Yvonne will give a short presentation on qualitative research, e.g. the grounded theory approach. We will have to do another hour 'out of the scheme, again!!

There has been biannual meetings in the past with a timeslot for ER-presentations (Germany, Leuven). We will ask EB why this has been omitted.

YvL 14-10-2013

Newsletter task group

Esra Saatci, Chair

Present: Jo, Givi, Esra

Everything is OK until now. It is excellent so far. Congratulations to Jan. The Newsletter is very good and it does not need any change but Jan needs help.

Ideas:

There should be an Editorial Board. Jan should be the chair of the Editorial Board. We should have one native English speaking member in the Editorial Board.

Every Council Member will bring a new article or reports from national education literature in native language. Editorial Board will, then, decide if it is convenient for the Newsletter.

Council members should motivate their national members to contribute.

Council members will ask their national members what they want to see in the Newsletter. There may be a questionnaire in English asking the national members; do they know the Newsletter? What kind of information they will be happy to see in the Newsletter?

There may be short information about a particular topic and then a link (e.g.: methods of assessment, professionalism, how to teach specific topics like dermatology).

There should be an agenda for the future meetings and information about the future courses (Leonardo and Bled).

Reports from sponsored course participants: Natalia may write a short report about the last Bled course.

There may be news about interesting events from countries.

Member Services Committee could say that we have this official document for you. Council members should distribute it, collect ideas, advertise EURACT events and contribute to the Newsletter.

There may be a table of previous contributions and contributions from previous Council Members.

There may be a half column in the next issue about the Swiss movies and Bruce may write a short essay about it.

Policy Planning task group

Peter Prydz, Spokesman

Making it worthwhile to be a EURACT member:
Teaching agenda had the highest score.

Creating a teaching agenda for the BME.
How to introduce GP/FM as a new discipline.

Minimum core curriculum exists.
Bologna template should be used.
Invite lecturers from other countries/universities to teach and to build up scientific units.
Reduce lectures to a minimum and increase seminar/ group work.

Producing teaching materials – second highest score.
Overview of recommended textbooks.
Kit of teaching methods.
Kit of assessment tools.

Educational Conference?

Collective Membership from universities and national colleges? Possible to adapt to the EURACT rules?