

**Meeting of the Council  
of the European Academy of Teachers in General Practice  
(EURACT)  
held in Vienna, Austria, November 2–6, 2005**

**Members present:**

Dr. Egle Žebiene, Lithuania, President  
Dr. Adam Windak, Poland, Honorary Secretary  
Dr. Okay Basak, Turkey, Honorary Treasurer  
Prof. Jan Heyrman, Belgium, EB member  
Prof. Job F.M. Metsemakers, The Netherlands, EB member  
Dr. Mladenka Vrcic-Keglevic, Croatia, EB member  
Dr. Justin Allen, United Kingdom, Co-opted member  
Prof. Anders Baerheim, Norway  
Dr. Francesco Carelli, Italy  
Dr. Luis Filipe Gomes, Portugal  
Dr. Samira Herenda, Bosnia & Herzegovina  
Dr. Eva Jurgová, Slovakia  
Dr. Janko Kersnik, Slovenia  
Dr. Jaroslava Lankova, Czech Republic  
Dr. Margus Lember, Estonia  
Dr. Monica Lindh, Sweden  
Dr. Roar Maagaard, Denmark  
Dr. Fergus D. O’Kelly, Ireland  
Dr. Georgis Patarakis, Greece  
Dr. Iuliana Popa, Rumania  
Dr. Roger Price, United Kingdom  
Dr. Smiljka Radic, Serbia & Montenegro  
Dr. Bernhard Rindlisbacher, Switzerland  
Dr. Llukan Rumbullaku, Albania  
Dr. Wolfgang Spiegel, Austria  
Prof. Igor Svab, President of WONCA Europe  
Dr. János Szabó, Hungary  
Prof. Paula Vainiomäki, Finland  
Dr. Stefan Wilm, Germany  
Dr. Yonah Yaphe, Israel  
Dr. Bernard Gay, France

**Members absent:**

Dr. Dolores Forés, Spain  
Prof. Olga Kuznetsova, Russia  
Dr. Ruta Riba, Latvia  
Dr. Mario R. Sammut, Malta



## **PROGRAM OF THE MEETING**

**Wednesday 2 November 2005**

**Pre-Council Executive Board Meeting**

**Session 1: Country reports**

**Thursday 3 November 2005**

**Session 2: Future activities of EURACT**

**Session 3: Educational research and Vasco da Gama Movement**

**Session 4: Business meeting**

**Session 5: Committee work**

**Friday 4 November 2005**

**Session 6: Reports**

**Session 7: Task Force groups**

**Session 8: Evaluation and future plans**

**Post-Council Executive Board Meeting**



## **REPORT OF THE MEETING**

**Wednesday 2 November 2005**

### **Pre-Council Executive Board Meeting**

The Executive Board met before the Council Meeting and discussed the following issues:

- The CD with Leonardo EURACT course materials will be produced. There is also a chance for printed version. Dr. Adam Windak will explore the costs of it.
- The re-election for Cyprus representative will be organized after approval of new members by the Council.
- Dr. Okay Basak will produce the template for travel costs reimbursement to be used in the future. The copy of the receipt will be required or an original ticket. Only travel costs from the place of residence of the Council member to the meeting place and back, will be reimbursed by EURACT. In case of car travel reimbursement will be made on the basis the distance (to the meeting and back) multiplied by 0,20 EURO.
- For 2006 limits for reimbursement are as follows: spring meeting in Finland – 4000 euro, autumn meeting in Prague – 3000 euro.
- The candidates for the post of Honorary Secretary are: Dr. Roar Maagaard and Dr. Francesco Carelli. One application was not submitted through the secretariat. However all council members were informed in time, so this can be regarded as a minor problem. The both candidates are eligible to stand for election. Only Council members present at the meeting are eligible to vote. The Honorary Secretary will inform both candidates about the rules and ask them to present themselves before election. The Honorary Secretary will run the election.
- There are no paying members from Russia. Egle Zebiene will write a letter to Dr. Olga Kuznetzova to clarify the situation. Formally approved members should first pay their fees, then an election can be organized.
- Agnes Goethuys will organize the election in 2007 and will step down from the post of Administrative Secretary of EURACT. She will produce the short job description of her office. This will be reviewed and discussed by the President, Hon. Secretary and Hon. Treasurer. The final discussion will take place during the residential EB meeting.

- WONCA Europe has similar problem with its legal status as does EURACT. WONCA Europe is exploring possibilities to solve the problem. EURACT will hopefully follow its solution.
- The Bank account will be transferred from Jan Heyrman's name in 2007. A new account holder will be decided later.
- For the brain-storming session four groups will be organized. Dr. Justin Allen will prepare terms of reference for the groups and will appoint group leaders.
- Dr. Athanasios Simeonidis and Dr. Muharem Zildic were appointed by General Meeting auditors for next two years. The Honorary Treasurer will send his report before next General Meeting for audit.
- Residential EB meeting will take place on 10-12 February 2006 in Barcelona.

### **Session 1: Country reports**

- The President Dr. Egle Zebiene welcomed all the Council Members present. She introduced Dr. Georgios Patarakis who is the new Council member from Greece.
- The President presented her report describing her activities between the Council meetings. The report is available in Annex 2.
- Dr. Justin Allen informed that Dr. Filipe Gomes was elected the General Secretary of UEMO. Dr. Roar Maagaard was elected the President of the Danish College of GPs. Dr. Mladenka Vrcic-Keglevic was elected the Director of WHO collaborating centre in Zagreb.
- The Council was split into four groups to discuss the country reports. Afterwards each group appointed the reporter who reported to the Council. The country reports are available in Annex 1.
- Dr. Justin Allen informed the Council that the short version of the New Definition was developed and presented to the WONCA Europe Council. The changes were made to avoid repetition, avoid inconsistencies and to make the whole document more readable. This document is now under the process of the review of the European Colleges. The deadline for comments is end of December 2005. Then hopefully the document will be approved.
- Professor Jan Heyrman presented the final version of EURACT Educational Agenda. He introduced several ideas for its implementation. These included, among others, the following:

- To develop short version of EEA
- To run a permanent inventarisation of translation
- To organize a discussion forum around it
- To add new chapters on other aspects (e.g. assessment)
- To use it in order to promote the curriculum in GP
- To use it as our input to the GLOBE project.

During the discussion other options were presented including local adoption of the EEA to different national circumstances. Other option would be to discuss it with different groups, especially with trainees in the Vasco da Gama Movement. The EEA could be also used as a promotional tool to other specialists. Finally it was decided that for the time being that Professor Jan Heyrman would be responsible for authorisation on behalf of EURACT for translation and publication. He is going to explore the possibilities of getting the layout of the publication available for publication in other languages.

**Thursday 3 November 2005**

## **Session 2: Future activities of EURACT**

The session started with an introduction to the topic by the President. She explained that two major products of the Council – The New Definition and the Educational Agenda – were recently completed. This opens the sphere for new challenges. There are also new members in the Council who can contribute with new ideas and perspectives. To achieve this the Council was randomly divided into four groups to discuss the future of EURACT. Each group was expected to develop the bullet points.

Group 1 presented the following ideas:

- to translate the Educational Agenda into the core curriculum
- to organize local activities (country based) on the basis of EURACT products
- to develop European standards for BME, VT and CME possibly leading to the accreditation process.

Group 2 presented the following issues:

- to look at the political effects of our work (the educational agenda followed by the research and quality agenda)
- an assessment of our outputs (part of our research agenda)
- to develop more member services

The ideas of group 3 are as follows:

- to look at the selection for GP trainees
- to follow the formal developments from educational agenda
- to focus on assessment methodology used in GP/FM

Group 4 presented the following items:

- to organize targeted courses or regular symposia
- active listening of educational needs from the external world
- to promote family medicine as a specialty.

The group presentations were followed by plenary discussion of the ideas presented. The main interest was focused on further use of educational agenda. The specific strategy will be developed by the Executive Board. The second issue stressed in the discussion was the deeper involvement of regular members. The good idea would be to organize systematic national meetings of national members of EURACT. Other widely accepted areas are selection of trainees and assessment procedures. The last topic could be possibly covered by the new course developed in the future. Special task forces could be established to work further on specific issues. This is going to be decided in the near future.

### **Session 3: Educational research and Vasco da Gama Movement**

- Professor Job Metsemakers reported on the contacts with EGPRN on this topic. Confusion was caused by the fact that EGPRN decided to have a meeting on educational research in Denmark and Sweden in Spring 2006. EURACT was not informed properly about these plans in advance. However after rigorous discussion the Council decided to continue efforts to join EGPRN with preparation of this event.
- Dr. Justin Allen reported about the last Vasco da Gama meeting held during the WONCA Europe Kos conference. The group decided to form official organization with a formal structure and bylaws. EURACT should be prepared to support this movement in the future.



## **Session 4: Business meeting**

- The report from the previous meeting was approved.
- Dr. Okay Basak presented the report of Honorary Treasurer which is the interim report for half a year only. Income was equal to 17850 euro, expenditures were equal to 20370 euro. The surplus is 25342 euro. The complete report will be available at the spring meeting. The Treasurer informed us that in the future for reimbursement of expenses special forms will be used. The national representatives should inform the Honorary Treasurer by 10 December about the fees collected for the ongoing year and possibly transfer it to the bank account.
- The second term of Honorary Secretary is finishing at the spring meeting 2006. Two candidates, Dr. Roar Maagaard and Dr. Francesco Carelli, submitted properly supported applications and both were eligible to stand election. The candidates introduced themselves and explained why they want to become Honorary Secretary of EURACT. 29 present Council Members were eligible to vote. The secret ballot was organized. The 3 persons committee to count votes was appointed. All Council members gave valid votes. Dr. Roar Maagaard received 16 votes and was elected new Honorary Secretary for the period 2006-8.
- Dr. Monica Lindh informed about the document entitled “Paediatric curriculum for General Practitioners”. This document was developed by the European Association of Paediatricians without any input from general practice. The WONCA Europe President was informed about this activity. Perhaps joined efforts with UEMO could be taken to clarify the existing misunderstanding.
- A new webmaster will be needed. Dr. Sakis Simeonidis stepped down from Council and also left the post of webmaster. Council members should propose themselves to take over this duty.
- The Cyprus applicants, if approved as members, will be eligible to elect their Council Member. Agnes Goethuys will organize this.
- Russian members did not pay yet their membership fees, so, they are not eligible to elect their new Council representative.
- Following new numbers of new members were presented to the Council: Austria 2, Bosnia & Herzegovina 1, Cyprus 39, Denmark 1, Finland 1, Germany 2, Georgia 19, Italy 4, Portugal 3, Romania 5, Serbia & Montenegro 2, Turkey 1, UK 1. All applications have been approved. There were also some applications from Poland, submitted to Dr. Justin

Allen and not through the national representative. Due to improper procedure these applications could not be approved. It was decided to send them back to the applicants with the letter of the President explaining the procedure.

- It was decided that the next Council meeting will take place on 3-7 May 2006 in Turku, Finland.
- There are some misunderstandings about EURACT relationships with Balint Society. The letter to Balint Society will be drafted by Dr. Justin Allen who will explain our position towards their proposals once again. The decision was taken already in Hungary.
- Dr. Egle Zebiene informed about her involvement in the GLOBE project. The negotiations with the project and WONCA are going on. If completed successfully, WONCA will be happy to see EURACT as a key partner in the project on behalf of WONCA.

### **Session 5: Committee work**

- The committees on BME, VT, CME and Member Service worked separately.

**Friday 4 November 2005**

### **Session 6: Reports**

- At the beginning of the session Professor Jan Heyrman reminded us about the necessity to update the database on the training programs in different European countries. Each Council member should do this at least once a year – one part before each meeting.
- The books for trainers and trainees were developed by the Leonardo da Vinci Project developed by the College of Family Physicians in Poland in collaboration with six other European institutions. Both books will be available for purchase after the end of the project (since November 1, 2005).
- Dr. Roger Price presented the outcome of the discussion from the VT committee. The committee nominated Dr. Roger Price to be new chairman of the committee due to the fact that Dr. Roar Maagaard was elected new Honorary Secretary. This decision was approved by the Council. The committee is going to prepare the workshop for Florence WONCA Europe conference about trainee selection. The committee considered the

possibility of having a joint workshop with the Vasco da Gama Movement about VT. Another workshop is also planned, however the topics have not been defined yet. The report is available in Annex 5.

- Dr. Yonah Yaphe presented the work of BME committee. This included the following topics:
  - Distribution of the checklist for course organizers. This could be done in the form of an article in one of the scientific journals.
  - Early clinical exposure – a new idea of the group. There is a proposal to make a quick survey of Council members in this field. The booklet, article and workshop for Florence are considered.

The full report is available in Annex 5.

- Professor Paula Vainiomaki reported on the CME committee discussion. The group also evaluated the workshop from Kos conference. They also discussed the idea to develop a booklet on personal learning plans. This is going also to be a topic for future conferences. The idea of accreditation and standards was also discussed. The idea of e-learning was discussed as well. The full report is available in Annex 5.
- Dr. Filipe Gomes reported on the work of Member Service committee. The group discussed the new edition of Leonardo EURACT course. The possibility of organizing it again in 2007 was also considered. The idea of review of the needs among all EURACT members was discussed as well. The plans for it were made. The idea of the workshop for implementation of Educational Agenda was another topic considered by the committee. This could be done in connection with the Council meeting in Prague. The problem of website was also discussed. The group is going to prepare certain changes. The committee proposes to keep the sponsorship for Bled as it was before (5 places). This proposal has been approved by the Council. Dr. Justin Allen stressed the need for active promotion of the Portuguese course. A host for the 2007 course is also sought. All Council members should be active as promoters of that event. The full report is available in Annex 5.

All committees are going to present workshops in Florence. There is an idea to ask for separate venue marked with EURACT logo.

- Professor Job Metsemakers reported on the work of the group developing EURACT guidelines. The proposals for it were distributed just before the Council meeting. The content was discussed once again. Certain confusion was caused by improper use of English. Dr. Justin Allen as a native speaker will review it and correct it. After the corrections made to some specific issues the Council approved the document.

## **Session 7: Task Force groups**

The following task forces worked separately:

- Educational Research Task Force (Job Metsemakers)
- Educational Agenda Task Force (Jan Heyrman)
- Assessment Task Force (new group working on the course in this field (Justin Allen)

The reports from the work of the task forces are available in Annex 6.

## **Session 8: Evaluation and future plans**

- Professor Job Metsemakers presented the results of the discussion on EGPRN/EURACT initiative on educational research. It is going to be a joint course of 2-3 days, during the workshop and the regular EGPRN meeting with educational research as a main theme. All EURACT Council members are asked to nominate potential speakers for that event and inform Job Metsemakers about their proposals. Next week the electronic announcement about the course will be distributed.
- For WONCA Europe Florence conference the following commitment is planned:
  - 6 workshops – 3 VT, 1 CME, 1 BME, 1 MS
  - support for Vasco da Gama
  - review of abstracts (list of experts will be done by Agnes Goethuys)
- Next Council meetings:
  - Spring 2006 – Turku, Finland on May 3 –7
  - Autumn 2006 – Prague, Czech Republic on October 11 - 15
  - Spring 2007 – Croatia, Zagreb (the date to be confirmed)
  - Autumn 2007 – probably Sweden

At the end all Council members reflected on the content and the organization of the meeting. All of them expressed their satisfaction. Special thanks were offered to Dr. Wolfgang Spiegel for excellent arrangements made for the meeting.

## **Post-Council Executive Board meeting**

- The Buzz Group discussion on the country reports needs more instructions. This will be discussed during the residential EB meeting.
- The action on implementation of Educational Agenda will be also discussed during the residential EB meeting.
- Dr. Adam Windak will explore the possibilities to rent apartments for EB meeting in Barcelona. Final arrangements to be done by Agnes Goethuys. Dr. Dolores Fores could help with the arrangements.
- Professor Jan Heyrman will be the liaison person between EB and the organizers of Prague Council meeting.
- The workshop on implementation of Educational Agenda could be possibly organized in attachment with the Prague Council meeting. Prof. Heyrman will explore the possibilities dr. Jaroslava Lankova.
- Dr. Adam Windak will be the contact person with the GLOBE project.
- Reimbursement of the travel expenses:

<u>NAME</u>	<u>REQUEST</u>	<u>REIMBURSED</u>
Llukan Rrumbullaku	315	285
Samira Herenda	391	350
Margus Lember	240	215
Egle Zebiene	314	285
Iuliana Popa	250	225
Adam Windak	430	385
Jaroslava Lankova	(680 km. by car)	135
Eva Jurgova	(520 km. by car)	105
Smiljka Radic	289	260
Okay Başak	352	315
<b>TOTAL</b>		<b>2560 Euro</b>

### **Summary of EURACT Council and EB decisions – Vienna 2005**

- The re-election for Cyprus representative will be organized after approval of new members by the Council (see page 11).
- A new procedure for reimbursement of travel costs (see page 11).
- Higher limits for travel reimbursement in 2006 (see page 11).
- Election of the Russian representative only after payment of membership fee by existing members (see page 11).
- The job description for administrative secretary should be ready after the residential EB meeting (see page 11).
- Professor Jan Heyrman is responsible for authorisation on behalf of EURACT of the translation and publication of EURACT Educational Agenda (see page 13).
- EURACT will co-organize together with EGPRN the meeting on educational research in Denmark and Sweden in Spring 2006 (see page 14 & 18).
- The national representatives should inform the Honorary Treasurer about the collected fees by 10 December (see page 15).
- Dr. Roar Maagaard is elected as new Honorary Secretary for the period 2006-8 (see page 15).
- Election of Cypriot National Representative will be organized by Agnes Goethuys (see page 15).
- 81 new EURACT members have been approved by the Council (see page 15).
- Dr. Justin Allen will draft the letter explaining once again EURACT's position towards proposals of the Balint Society (see page 16).
- EURACT is ready to contribute to the GLOBE project (see page 16 & 19).
- Dr. Roger Price is elected as new chairman of the VT committee (see page 17).
- There are 5 sponsored places for the 2006 Bled course (see page 17).
- New EURACT guidelines are approved by the Council (see page 17).
- Dates and places for the 2006 Council meetings are accepted. A provisional plan for 2007 was made as well (see page 18).
- Professor Jan Heyrman is the contact person for Prague Council meeting (see page 19).