

Annex 4

Reports of Standing Committees

**EURACT Council meeting
May 7-11, 2008
Mosta, Malta**

Report of Basic Medical Education Committee

Report of Committee after Council Meeting:

Present: Yonah Yaphe, Sandra Gintere, Job Metsemakers, Wolfgang Spiegel, Stefan Wilm, Givi Javashvili, Mette Brekke, Okay Basak, Natalia Zarbaiolov, Francesco Carelli (Chair)

Past and present

- Chair expressed happiness for new entries in Committee and sorry for Job and Yonah leaving the Council. It was expressed need for two more members possible from the same countries (Yonah and Job pushed in this way). The paper on ECE was presented to all as a consecutive draft. It was agreed it needs more work and add keywords and abstract e numbers' correlations. In meantime a brainstorming is open concerning the most suitable journal and the way for not loosing more time.
- Francesco discussed the development for other case – vignettes so to develop practical teaching from EEA and for practical application and reflection on Core Competences in General Practice: he explained they are so useful in different context: useful one more different case-vignette, not more.

Present and future

Find ways to promote the Definition and EEA in the development of BME curricula and find ways to promote BME curricula in every European country, helping in this all the national representatives and national members.

Chair of the BME Committee – Francesco raised the question of doing survey or research on the role of GP/FM in BME (topic suggested by Givi in Sweden). Givi's idea was considered on carrying out another survey, particularly about family medicine teaching to undergraduate students in General (not only ECE). Within this survey we can find out (a) if Family Medicine is being taught in all European countries, (b) what is the format of the curriculum, (c) if or not the Definition and EEA were considered while drafting the above curricula, (d) which kind and level of obstacles and how to bypass them.

- Members expressed opinion that there is no need to carry our comprehensive quantitative survey on this topic, as far as there is already compilation of such data prepared by EURACT, which could be updated and there would be no additional value of carrying out additional survey.
- On the other hand some committee members suggested that it would be more interesting and valuable to search information about best practices and develop case studies for several European medical schools / universities.
- There was also suggestion to use questionnaire to obtain precise information about such schools. However, other colleagues clarified that by obtaining case studies and assessing them we are aiming at carrying out qualitative study, not quantitative one. Qualitative studies have its advantages – sometimes giving better insight in certain issues and helping to generate new ideas for further research.
- Committee members also agreed to keep EURACT Education Agenda (EEA) in mind while designing the project; one of the main questions has to be, if EEA has or is being implemented by target medical schools and if yes, what were obstacles on the way of EEA implementation.

- Committee also discussed, what could be focus of such case study – content of programme(s), methods used, structure of training, faculty development etc. Decision was to stay at this stage as general as possible and not to restrict case study(ies) to very specific issues.
- Committee members also discussed problem of confidentiality. There was agreement within the committee not to mention specific universities and respondents.
- Some committee members thought that it would be better to develop only 2 or 3 case studies on the first stage; the results of first case studies may help the committee to develop more ideas and elaborate wider project. Finally, committee agreed to develop just 1 case study at the initial stage (to be finished in short time).
- Then the committee discussed which or what type of medical schools / universities have to be selected. The following alternatives were discussed:
 - Newer schools – established comparatively recently (e.g. Tromso University in Oslo, Minho University in Portugal, Salzburg University in Austria etc);
 - Old schools where GP/FM was introduced recently in BME (University of Milan, University of Vienna, Universities in Chisinau, Riga and Tbilisi);
 - Old schools where GP/FM was introduced comparatively long time ago (University of Witten, University of Oslo).
- Yonah kindly offered committee members to develop the first case study at Minho University in Portugal.
- Chair mentioned the possible outcome of such project, which could be paper or workshop.
- Committee thought that on the first stage it could be workshop for the Basel meeting. Some members even suggested title: “How we can change our school (country)”.
- The committee members asked Givi if he agrees to co-ordinate work of the committee on this topic and offered him their support and advice. There were enough members identified within the committee having experience in qualitative research and writing relevant papers.
- As a result Givi agreed to co-ordinate the work of the committee on the topic with the help of other committee members. However, on the phase of paper writing (if the outcome of the project will be the paper) more experienced committee member may take lead.
- Then Givi was offered to write first draft Protocol for the research / project and disseminate it among committee members.
- Committee agreed on the following steps and time-table:

<ul style="list-style-type: none"> ○ Short draft protocol (1-2 pages) on qualitative research (which will also include explanations on the purpose of interviews and/or consent form) – to be developed by Givi by 2nd June, 2008; ○ Pilot interview (semi-structured interview) – to be carried out by Yonah in May-June, 2008; ○ Transcript / manuscripts disseminated on June 20 by Yonah; ○ Literature search – Wolfgang (+ everyone) – first results could be circulated by June 20; more comprehensive list “would” be disseminated before Cyprus meeting. ○ Based on the transcript/manuscript disseminated by Yonah, first feedback and ideas will must circulated among committee members before Cyprus meeting.

Report of Specialty Training Committee

Specialty Training Committee

Present: Alma Eir Svavarsdottir (Iceland) chair, Bernard Gay (France), Dolores Forès (Spain), Georgi Ivanov (Bulgaria), Llukan Rrumbullaku (Albania), Mario Sammut not present as being the host (Malta), Monica Lindh (Sweden), Natasha Pilipovic Broceta (Bosnia Herzegovina), Owen Clarke (Ireland), Roar Maagaard (DK), Roger Price (UK),

Not present: *Smiljka Radic (Serbia), Jan Degryse (Belgium)*

AGENDA:

1. The role of the Specialty Training Committee.
2. Rapport from group members activities:
 - a) Owen, Monica and Llukan on their survey on re-training in General Practice in Europe.
 - b) Monica, Mario and Bernhard on the status of their paper *"Funding of vocational training programs for general practice/family medicine in Europe"*
 - c) Roar on the Hippocrates program and the meeting in Paris conference with Per Kallestrup
 - d) Roger from the meetings with Vasco de Gama
 - e) Dolores and Roger on their survey on how a GP training addresses training in Community Orientation and Public Health.
 - f) Mario and Jan on developing ideas on the database of assessment in European countries
 - g) Monica on review of previous surveys
3. Plans for the future and specific tasks:
 - a) Future Wonca meetings
 - b) Web-page
 - c) What big task do we want to take on for the next 2-4 years ?
 - d) What will we have done before Cyprus and present there ?

1. The role of the Specialty Training Committee.

Alma Eir Svavarsdóttir the new chair started the meeting by thanking Roger Price for his work as the chair of the committee and then suggested brain-storming on the role of the committee. She pointed out the statement in the Euract presentation booklet from June 2004 where the specialty training committee is: *"primarily concerned with the length and the content of specialty training in hospitals and general practice, the role and criteria for general practice trainers and the quality of hospital posts"*. Members of the ST-committee discussed this in detail and propose that the above statement will be changed to the following:

"The Specialty Training Committee is primarily concerned with all aspects of the curricula to support and provide high quality training in General Practice in Europe".

2. Rapport from group members activities:

a) Owen, Monica and Llukan on their survey on re-training in General Practice in Europe.

Responses received from 25 countries. Non-respondent countries are 13. They will follow up again with those countries and develop a workshop for the WONCA meeting in Istanbul this September.

b) Monica, Mario and Bernhard on the status of their paper: "Funding of vocational training programs for general practice/family medicine in Europe"

The paper has been accepted for publication by the European Journal of General Practice.

c) Roar on the Hippocrates program and the meeting in Paris with Per Kallestrup.

The web page has been updated on the Hippocrates program. Roar will continue working with Per and will take it up with Vasco de Gama (VdGM)

d) Roger from the meetings with VdGM.

Smilka, Roger and Egle met with VdGM in Paris.

The contact person with VdGM from EURACT is Roger Price.

Egle brought to our ST-meeting - a paper send to her from VdGM following the meeting in Paris stating 7 points about the responsibilities of VdGM executive group:

1. Collaborate in any possible way concerning common issues of EURACT and VdGM.
2. Organize yearly Pre-conferences in close cooperation with WONCA Europe Conference HOC and EURACT.
3. Notify EURACT executive board of dates, location and time schedule for the pre-conferences at least 1 year in advance
4. Send request for 5-7 EURACT Facilitators to EURACT executive board at least 1 year in advance
5. Inform EURACT Facilitators of content, ideas and manual for the Pre-conference at least 6 month before the pre-conference.
6. Provide EURACT facilitators with names and groups of pre-conference participants to start email communication at least 2 months before the pre-conference.
7. Elaborate an evaluation report of the pre-conference including evaluation from the facilitators and send it to the EURACT executive board within 1 month after the pre-conference.

The ST-committee discussed this proposal and accept the VdGM responsibilities 1-7.

On the suggestions from VdGM on responsibilities of the EURACT Executive board we made the following changes (*in Italic*).

Responsibilities of EURACT Executive board *via Specialty Training committee:*

1. Collaborate in any possible way concerning common issues of EURACT and VdGM.

2. Appoint 5-7 facilitators at least 10 month before the pre-conference and notify VdGM of the names.
3. *We accept that VdGM has no responsibilities for the EURACT facilitators expenses.*

- e) Dolores and Roger on their survey on how a GP training addresses training in Community Orientation and Public Health.

Dolores, Owen and Llukan (will join them) have started a survey regarding Public Health and Community orientation. Questioners have been made in Spanish. The English version will follow in the next month. They will have preliminary rapport on this survey in Cyprus.

- f) Mario and Jan on developing ideas on the database of assessment in European countries.

Mario was busy arranging things as being the host of this EURACT meeting and did not attend this ST- meeting. Jan did not attend this meeting and was also not present in the last meeting in Sweden. Nothing has been done about this idea and nothing is pending. Non of the other ST - members wanted to take over this idea. This will be crossed out of our "follow-up list" as of now.

- g) Monica on review of previous surveys.

She recommended that the Specialty Training Schemes in Europe (the Structure of BME – Specialty training in General Practice in Europe) should be re-done. The survey was done in 2002 and then slightly revised in 2005 but needs to be totally re-done. There are new countries in EURACT and new things we want to explore and we also need update on all of the other things addressed in this survey. Bernard will lead this work and Mario, Alma, Roar, Natasha and Georgi will work on this project with him. ST-committee agrees on that once we have done this work it should be updated every year.

3. Plans for the future and specific tasks.

- a) Future WONCA meetings

- WONCA meeting in Istanbul 4th of September 2008

The ST committee will send in an abstract about Training and Re-training in General Practice in Europe. If the abstract is accepted we will do a workshop in Istanbul. Owen, Roger, Llukan, Monica, Georgia, Roar and Dolores will probably all attend this meeting. Confirmation on attendance will be sent a week from now and once that has been established decision on who will give the workshop will be made.

- WONCA meeting in Basel Swiss 16-19 of September 2009

Plan is to report the final paper on the Re-training in General Practice in Europe.

Plan is to report the first data on the Structure of BME – Specialty Training in General Practice in Europe.

Monica has been approached via e-mail by an Balint leader with the idea of collabouration or workshop given together by Balint and EURACT at the WONCA Basel meeting. ST-committee

decided to hold on for now with that and Monica has already replied and explained that this agenda has to be brought up in a formal way with the EURACT - EB.

- WONCA World Cancun Mexico 26-30 May 2010

Plan to have presentation from ST group at this meeting.

b) Web-page:

Will be updated. Monica and Roar will start that work now.

c) What big task do we want to take on for the next 2-4 years

The committee decided to work together on one big project. This time we want to re-do the Specialty Training Schemes in Europe the Structure of BME – Specialty training in General Practice in Europe. Add countries and questions.

d) What will we have done before Cyprus and present there ?

- *Dolores, Roger and Llukan will present their survey regarding Public Health and Community orientation. We will have preliminary rapport on this project.*
- *Bernard will present preliminary results on the Specialist Training Schemes in General Practice in Europe.*
- *Owen, Monica and Llukan will bring final rapport on the survey regarding re-training in General Practice in Europe.*
- *Roar and Monica will present the update on the ST part of EURACT Web-page.*

May 12th 2008 Alma Eir Svavarsdóttir

Report of CME Committee

Report of Committee after Council Meeting:

Present Members: Paula VAINIOMÄKI-Finland-Chair, Mladenka VRCIC-KEGLEVIC-Croatia, Peter VAJER-Hungary, Yelena FROLOVA-Russian Federation, Bernhardt RINDLISBACHER-Switzerland, Jaroslava LANKOVA-Czech Republic, George SPATHARAKIS-Greece, Maryna OLIYNIK-Ukraine, Ruth KALDA-Estonia, Philios PHYLAKTU-Cyprus, Razvan MIFTODE-Romania, Eva JURGOVA-Slovakia

The Agenda of the meeting was created in the beginning of the meeting

- 1. SATURDAY WORKSHOP on PLP PREPARATION**
- 2. ACCREDITATION ISSUE - QUESTIONNAIRE**
- 3. ISTANBUL WORKSHOP**
- 4. BASEL CONFERENCE**
- 5. CYPRUS CM – CONFERENCE**
- 6. COMMITTEE CHAIR After CYPRUS**
- 7. OTHER ISSUES**

1) SATURDAY WORKSHOP on PLP PREPARATION

Round of the Table: Looking at the Plan of the “EURACT-MCFD International Workshop on Lifelong Learning in Family Practice”. Discussion, Clarifications and Corrections – Adaptations: Program Schedule, Group Leaders, Procedures, Explanation of Terminology, Re-examination and Adaptation of the Slide Show.

The main idea in the workshop is to start from the real learning needs (patients’, profession’s, society’s needs in addition to one’s own needs). Three tools for assessing one’s own work to identify learning needs and objectives will be rehearsed in small groups. In the next part of the session, the learning needs set are discussed in a simulated peer review group to adjust learning needs with practice development needs and objectives. A concrete learning plan will be developed. It will be followed-up analyzing the outcome.

2) ACCREDITATION ISSUE – QUESTIONNAIRE

George gave an overview of the matter and explanations of the creation of the questionnaire

PROBLEM of TERMINOLOGY:

Accreditation : Give Money (money) / Give Faith (for some Activity and Skill)

Doctors can be Accredited

System of Norms and requirements

Professional Accreditation

Procedural Level

Medical Institute

Examination question per question for the accreditation part of questionnaire, leaving the CME part. George prepares the changes in 10 days, sends them to Paula and after exchange this part is disseminated until 10th of June to all members. All members respond to the Accreditation Questionnaire by End June (as a pilot study) and send it to George for preparation for the Istanbul Workshop

3) ISTANBUL WORKSHOP

George, Paula and Mladenka have sent in an abstract under EURACT umbrella.

Jarka and Eva will be there, George will send our ABSTRACT to everybody in our group.

All members respond to the Accreditation Questionnaire by End June (as a pilot study) and send it to George for preparation for the Istanbul Workshop

4) **BASEL CONFERENCE**

Propositions in Cyprus CM. To finalize there.

5) **CYPRUS CM – CONFERENCE**

Phil expresses will to create a Conference for Chypriots in order to create/promote the idea of a Medical Foundation in the island. Some kind of College aiming at Education – Training of GPs and PHC personnel. Ok from the Group. CME-CPD Committee does its best for it. Phil discusses with Egle.

6) **COMMITTEE CHAIR After CYPRUS**

To change!

Paula Vainiomäki/George Spatharakis

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 37 countries at the table and 2 countries not attending, i.e. 39 countries and 709 members. New members are to be confirmed at this meeting, so inviting delegates from new member countries. Membership committee was entitled to follow up the payment of EURACT fees processes in Italy, which in the past year run smoothly to satisfaction of all involved parties. We propose to the council to terminate this task of member service committee. Member service committee sent an invitation letter to the WONCA member Societies to join EURACT.

2. Non-attendance and non-paying countries.

We have discussed the problem of council members not attending meetings. From the job description accepted by the council during Prague meeting follows that "If a Council member should be absent for more than two consecutive meetings, or fail to collect membership subscriptions, or pay them to the treasurer annually Council will be entitled to suspend their membership forthwith and arrange new elections." These tasks will be explicitly mentioned in our new bylaws when we register as legal body. There were such cases of non-attendance and not-paying in time in the past, but the dues were settled in due time, and the council members appeared at next meetings thus contributing to the continuity of the information exchange between EURACT and educators in the country. At this meeting we got one member country

not being represented by its representative for the second time and not paying their dues on time. Member service committee will send a letter to this council member in order to stimulate him to follow the rules of our organisation and report back to the council during autumn meeting if necessary.

3. Leonardo Rolling Course.

After four very successful rolling courses in few days Iceland is organizing the 2008 edition of the course. The organisers of the course were very successful in managing the course and succeeded to have positive balances and offered 2.500 euro as a reward to the faculty. The faculty will leave this amount of money on the EURACT bank account for the development of Leonardo 2 course. 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).

4. Assessment Course.

The assessment course in Zakopane was successfully organised by the Polish Society and Adam Windak. The next assessment course in Rome November 24-27, 2008, shall be promoted with the input from all council members. The course is organised by EURACT and we are seeking local support from EURACT members from Rome (i.e. Luisa Valle) to help with the organisation of social activities in Rome. The website, application form and leaflets are ready. We expect that council members will be able to stimulate one or two participants from their countries to attend the course. Council members are asked to be more effective in advertising, approaching universities and national GP organisations. We will also ask Barbara to promote it through national colleges and universities by sending them the promotional leaflet and link to our website. Member service committee asks Roger to write advertising memo, after the first edition of the course, so that advertising can be based in effective events. EURACT will offer 9 sponsored places (accommodation & course fee) for the participants from low income countries. There should be groups of three participants from three countries, who will have to repeat the course in their country and report back to EURACT in two years on the development.

Filipe offered organisation of the next assessment course in Portugal. 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. The candidates should approach Janko. The date will be possibly October/November.

5. Leonardo 2 Rolling Course.

After four very successful Leonardo rolling courses we identified the need for the continuation of the topic on an advanced level. The course is aiming at normal GP teachers who finished Leonardo 1 course. Three persons are working on the preparation of the course, i.e. Justin Allen, Igor Švab and Egle Žebiene. The main topics will be a) Teaching from problems in practice, b) Managing problem trainees and c) Group teaching and leadership.

The faculty invites interested council members to take part in the development of the course. The course should start in 2010.

6. Conferences.

We will have a booth at Istanbul WONCA Europe conference. Filipe is working on an ongoing presentation of EURACT activities. Council members are kindly asked to provide electronic materials on EURACT related activities.

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.

7. Website.

We realised that website as an important source of information does not serves its aims in all the potential we propose to the council that Peter Vajer starts the office of website editor.

ACTION POINTS:

Rolling Course, Assessment Course, Bled Course, visibility at WONCA Europe conferences – promote and advertise.

TASKS:

Prepare EURACT booth materials for next Conferences (Filipe).

Janko Kersnik, May 2008