

Agenda

First work meeting of WP 5

Date: 28 – 29 April 2014

Venue: Maritim Hotel - Salon Titisee (Heumarkt 20, 50667 Cologne, Germany)

Monday, April 28, 2014

Time	Task	Program / Goal	Moderator	Rapporteur*
12:30 - 13:30		Registration and lunch		
13:30 - 13:45		Welcome speech and introduction of participants Introduction to work meeting of first day and to objectives of WP 5	BZgA (M. Köster/ S. Gerstl)	
13:45 - 15:00	1	Introduction to Task 1 and Draft Questionnaire - objectives and concepts	EHNet (I. Stegeman/ C. Chiotan)	BZgA (T. Rohde)
15:30 - 16:00		Coffee break		
15:30 - 16:30	1	Discussion on approaches and initial exchange on country contexts	EHNet (I. Stegeman/ C. Chiotan)	BZgA (T. Rohde)
16:30 - 17:30	1	Final discussions and agreement on Task 1 Questionnaire	EHNet (I. Stegeman/ C. Chiotan)	BZgA (T. Rohde)
17:30 - 18:00		Closing session of first day: summary and conclusion	BZgA (S. Gerstl)	
Starting from 19:00		19:00: Guided tour of Cologne (meeting point: Hotel Ibis Koeln am Dom, Bahnhofsvorplatz, 50667 Koeln) 20:00: Get together (Brauhaus Sion, Unter Taschenmacher 5-7, 50667 Koeln)		

* "Outcome Minutes by Task" template is provided by the work meeting organizer and should be used by the rapporteur.

Tuesday, April 29, 2014

Time	Task	Program / Goal	Moderator	Rapporteur*
9:00 - 9:15		Registration		
09:15 - 9:30		Welcome speech and introduction of participants	BZgA (M. Köster/ T. Rohde)	
09:30 – 09:45		Short report on Executive Board meeting and Chronic Diseases Summit	BZgA (S. Gerstl)	
09:45 – 10:15		Introduction to work meeting of second day, overview on work package 5	BZgA (S. Gerstl)	
10:15 - 10:45		Coffee break		
10:45 - 11:45	2	Explain specific objective and work schedule of Task 2 Discuss possible approaches and clarify uncertainties	BZgA (S. Gerstl)	BZgA (T. Rohde)
11:45 - 12:30	3	Explain specific objective and work schedule of Task 3 Discuss possible approaches and clarify uncertainties (<i>3 examples per country - between organisations in the same countries a selection should be made to identify the TOP 3 examples</i>)	YPE (T. Katsaras/ C. Dimitrakaki)	BZgA (T. Rohde)
12:30 – 13:30		Lunch break		
13:30 – 14:15	4	Explain specific objective and work schedule of Task 4 Discuss possible issues to pay attention even at this point of time (<i>selection of host countries/locations for the seminars, collaboration with other partners, budget</i>)	SMLPC (I. Keras)	BZgA (T. Rohde)
14:15 – 15:00	5	Explain specific objective and work schedule of Task 5 Discuss possible issues to pay attention even at this point of time	EHNet (I. Stegeman/ C. Chiotan)	BZgA (T. Rohde)
15:00 – 15:30		Closing session with a coffee: summary – conclusion - outlook	BZgA (S. Gerstl)	

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CHRODIS

WP5: Good practices in the field of health promotion and chronic disease prevention across the life cycle

Overview of 5 tasks within WP

Task 1. Review of existing work, situation and needs **Deadline 08/2014**

Leader EHNet in cooperation with BZgA

Task 1.1. Conduct a review of existing work (incl. grey literature reviews and health-forecasting studies) and existing databases of good practices and policies in the field of health promotion and chronic disease prevention (among elderly)

Task 1.2. Collect evidence and data on cost-effectiveness of disease prevention interventions

Task 1.3. Conduct a “situation analysis” and a “needs assessment” to identify gaps and needs within MS that could be addressed by CHRODIS

Task 2. Defining an Approach **Deadline 12/2014 (10-12/2014: Delphi study)**

Leader BZgA in cooperation with EHNet
(In cooperation with IACS (WP4 led) for Delphi study)

Task 2.1. Agree on inclusion and exclusion criteria to identify and assess good practices (with the help of a Delphi study)

Task 2.2. Agree on a template for the description of good practices (with the help of a Delphi study)

Task 3. Identification of good practices **Deadline 06/2015 (07/2015)**

Leader YPE (GR) in collaboration with BZgA and EHNet

Task 3.1. Each associated partner involved in this WP will identify 3 good practices from their country that match the selection criteria

Task 3.2. Develop an English summary (according to the template that will be provided by the WP Leader in close collaboration with WP4) for each of the practices identified

Task 4. Conference seminars
Deadline 12/2015

Leader SMLPC (LT), in collaboration with BZgA and EHNet

Task 4.1. Actively participate in the conference seminar that will be organised for the cluster your country belongs to and present on your outcomes and results

Task 4.2. Identify opportunities for learning for your organisation and country, based on the selected practices and that will be presented by the participants from other Member States

Task 4.3. Contribute to the development of a short list of practices that are most likely to be successful in scaling-up or being transferred into different Member States and contexts

Task 5. Peer reviews/study visits
Deadline 12/2016

Leader EHNet in cooperation with BZgA

Task 5.1. Contribute to the selection process of 2-3 practices that could be subject to peer-reviews / study visits

Task 5.2. Participate in the study visits to either share learning of a practice you selected or to identify how a practice could be successfully transferred to your country/region

Task 5.3. Provide input into the recommendations report, including learning from good practices, and describing both success factors and barriers for transferring or scaling up a promising practice into a new context