

D072
List of Experts
RELEASE 1



WORK PACKAGE 7

Medical University of Varna, Bulgaria
Catholic University of Leuven, Belgium
National Centre of Public Health and Analyses, Sofia, Bulgaria



Funded by
the Health Programme
of the European Union



KU LEUVEN



Index	
1.	Description of the Methodology4
1.1	Distribution of the types of experts through competence areas4
1.2	Definition of the scope of the first list & method used4
2.	Deliverable content.....5
2.1	Types of experts5
2.2	Definition of competence area 16
2.3	Definition of competence area 26
2.4	Definition of competence area 38
2.5	Definition of competence area 49
2.6	Definition of competence area 510
2.7	Abbreviation per profession in the healthcare10
3.	Legal aspect related to the publication of private informations11
4.	Invitation to apply to be included in the list of experts12
5.	Perspective of evolution of this document12
6.	Conclusions13
	Appendix 1a - List of experts, in alphabetical order, by field of expertise14
	Appendix 1b - List of experts, in alphabetical order - contact information's17
	Appendix 2a - Invitation letter23
	Appendix 2b - Expert consent & auto-evaluation form25
	Appendix 2c - List of Q&A's26
	Appendix 3 - Input from the technical work packages33
	Appendix 4 - Session conclusion of Sofia's workshop36
	Appendix 5 - Literature review39

INTRODUCTION

The Joint Action on Health Workforce Planning & Forecasting, funded by the Health Programme of the European Union is progressing towards the creation of a platform for collaboration and exchange of experts in Health Workforce Planning and Forecasting. This network is urgently needed to help the European Union to identify and address the increasing unbalance of health workforce.

A motivation for the creation of this platform can be found in appendix 5.

The elaboration of List of experts is organized in 3 phases:

Current delivery:

Phase 1 /

We have created the first list of experts with all the known experts participating in the JA, but also with the experts highlighted by our major stakeholders.

The first matrix-like List of Experts matches the names with types of expertise with additional columns highlighting the professions that are mastered by each expert.

Finally we have updated the list after the first Joint Action Conference & Stakeholder Forum in Bratislava.

Phase 2 /

We shall populate the second list of experts in close collaboration with all stakeholders.

The second matrix-like list of experts will also be enriched with expert's curriculum.

We shall also liaise with WP5 and WP6 to set-up the webportal that will support the network of experts. Finally we shall propose the modalities for running the network and its scope.

Phase 3 /

We will activate the network of experts together with the other WPs and we will review the list and turn it final according to the network dynamics.

1. Description of the Methodology

1.1 The types of experts through competence areas

- Input from WP5 and WP6 - see appendix 3
- Input from the Workshop in Sofia - session 1 & 2 - see appendix 4
- Consultations - European Commission representatives and Workpackage Leaders

1.2 Definition of the scope of the first list & method used

The first list of experts is collated as followed :

The following people are asked to apply as the experts of the list:

- The invited persons to Joint Actions Events :
 - WP5 Kick-off in Rome - May 16th-17th
 - WP4 Workshop in Budapest - June 13th-14th
 - WP7 Kick-off & Workshop in Sofia - September 3d-4th
 - WP5 Workshop in Milano - September 19th-20th
 - The attendees of the JA Conference & Stakeholder forum held in Bratislava
 - The attendees of the London Workshop (February 10&11th, 2014)
 - The attendees of the Utrecht Workshop (March 6&7th, 2014)
- The team members of the WP Leaders
- The knowledge brokers
- The teams of the associated partners
- Leaders on the field of planning and forecasting
- Ministries/ Competent authorities of European Union countries and non member states of the EU

The request to fill in an Expert Registration form was issued per e-mail (appendix 7). By applying each Expert agrees on the terms of publicity of the network of experts as of version 1.0.

All positive answers received by the potential experts by **May 15th 2014** composed the first list. The answers after 15th will compose the second list.

Method used for populating the first list:

The self-evaluation is the method used for sorting out the experts applying into the different categories (see form).

2. Deliverable content

2.1 Types of experts

We agreed within the workshop held in Sofia that it was quite difficult to create various types of experts, even though there are obvious differences between the people working on the Joint Action. We recognize that some person are skilled in data collection and forecast modelling, others are key policy makers or influencers, some have an in-depth knowledge of the healthcare systems, education and labour market of healthcare workers, etc.

Therefore we identified that a future network of experts should merge all the available expertise and make the best use of all skills in order to provide sound decision tools, and scientific based advices to the decision making level.

We propose to identify the areas of competence that all together help the domain of Health Workforce Planning & Forecasting to draw full picture of future evolutions of the healthcare sector and help the decision makers to establish the track to follow. All experts should be able to own one or more of these competencies at various level.

We propose to identify 3 levels of competencies:

- No Level, meaning that the experience is not relevant for the Network of Experts;
- Level „EXPERIENCED”, meaning the expert is considered as holder of enough experience and knowledge to take a full part of the network, revise papers and provide elements to the common knowledge;
- Level „MASTER”, meaning the expert is considered as holder of an authority in the field and has proven to be a leader of practice within the network, adding regularly value to the common knowledge.

As follows, definitions of criteria will be put forward to allow a self assesment of an expert position within these levels. As these levels do have merely informative character, the large range/span is allowed.

2.2 Definition of competence area 1

Area of competence 1 is set as :

SET OF COMPETENCES NEEDED TO COLLECT, PROCESS WITH SCIENTIFIC INSTRUMENTS, UNDERSTAND AND MAKE USE OF HEALTH WORKFORCE DATA, INCLUDING MODELLING

Definition by type of activities & skills :

Typically, this person is in charge of the data collection at national or regional level, produces analyses through scientific-based methods, builds up or uses forecasting models, defines parameters and collates results. He/She produces statistical analyses and provides reports to healthcare analysts and policy makers.

Indicative criteria for self-assessing ones levels of proficiency :

EXPERIENCED	MASTER
At least 2 of the predefined criteria must be met	At least 3 of the predefined criteria must be met
<ul style="list-style-type: none"> - 2 years working experience in healthcare data collection with a HWF component; - 2 years working experience in modelling healthcare systems based on data with a HWF component; - Participation to a study related to health workforce planning using data and modelling, either as researcher, writer or data manager; - Participation to at least 5 workshops or conferences on Health Workforce at (inter-) national level; - A degree in the field of Health, like MD, Healthcare management, or in the field of Data management like Statistics, Sociology. 	<ul style="list-style-type: none"> - 5 years working experience in healthcare data collection with a HWF component; - 5 years working experience in modelling healthcare systems based on data with a HWF component; - Participation to at least 3 studies related to health workforce planning using data and modelling, either as researcher, writer or data manager, and overall manager of at least one of these; - Participation to at least 10 workshops or conferences on Health Workforce at (inter-) national level, and at least 3 at international level; - 2 degrees or a doctorate level in the field of Health, or in the field of Data management.

2.3 Definition of competence area 2

Area of competence 2 is set as :

SET OF COMPETENCES NEEDED TO UNDERSTAND, EVALUATE AND FORESEE FUTURE EVOLUTIONS OF THE HEALTHCARE SECTOR AT NATIONAL LEVEL WITH UNDERSTANDING OF INTERNATIONAL CONTEXT

Definition by type of activities & skills :

Typically this person is an analyst or a project manager in healthcare sector, with a broad knowledge of the various interactions. He/she is capable of designing forecasting scenarios and assesses the liability of the forecast results.

Indicative criteria for self-assessing ones levels of proficiency :

EXPERIENCED	MASTER
<p>At least 2 of the predefined criteria must be met</p> <ul style="list-style-type: none"> - 2 years working experience in Healthcare Management with a HWF component; - 2 years working experience in building and evaluating Healthcare systems with a HWF component; - Participation to 3 studies or projects related to Health Workforce systems, either as researcher/ analyst, writer or project manager; - Participation to at least 10 workshops or conferences on Healthcare systems at (inter-) national level; - A degree in the field of Health like MD, or Law with option Healthcare, International affairs. 	<p>At least 3 of the predefined criteria must be met</p> <ul style="list-style-type: none"> - 5 years working experience in Healthcare Management with a HWF component; - 5 years working experience in building and evaluating Healthcare systems with a HWF component; - Participation to 5 studies or projects related to Health Workforce systems, either as researcher/ analyst, writer and overall manager of at least one of these; - Participation to at least 30 workshops or conferences on Healthcare systems at (inter-) national level, and at least 10 at international level; - 2 degrees or doctorate level in the field of Health, or Law with option Healthcare, International affairs.

2.4 Definition of competence area 3

Area of competence 3 is set as :

SET OF COMPETENCES NEEDED TO UNDERSTAND, PARTICIPATE AND POTENTIALLY LEAD POLICY MAKING PROCESSES IN THE HEALTHCARE SECTOR, WITH UNDERSTANDING OF THE INTERNATIONAL (EU AT LEAST) CONTEXT AND PROCESSES, INCLUDING THE LEGAL ASPECTS.

Definition by type of activities & skills :

Typically this person is/has an experience/d as international representative, a senior union negotiator, or a ministerial position or ministerial adviser. He/she has the capacity to encompass healthcare prognoses with other policies, especially economy, trade, international agreements. This person is skilled in legal aspects.

Indicative criteria for self-assessing ones levels of proficiency :

EXPERIENCED	MASTER
<p>At least 2 of the predefined criteria must be met</p>	<p>At least 3 of the predefined criteria must be met</p>
<ul style="list-style-type: none"> - 2 years working experience in healthcare policy making with a HWF component; - 2 years working experience in International coordination of policies with a HWF component; - 2 years working experience in a legal context with HWF component; - Participation to at least 10 workshops or conferences on policy making in the Healthcare sector at (inter-) national level; - A degree in the field of Health, or Law with option Healthcare, International affairs. 	<ul style="list-style-type: none"> - 5 years working experience in healthcare policy making with a HWF component; - 5 years working experience in International coordination of policies with a HWF component; - 5 years working experience in a legal context with HWF component; - Participation to at least 30 workshops or conferences on policy making in the Healthcare sector at (inter-) national level, and at least 10 at international level; - 2 degrees or a doctorate level in the field of Health, Law with option Healthcare, International affairs.

2.5 Definition of competence area 4

Area of competence 4 is set as :

SET OF COMPETENCES NEEDED TO UNDERSTAND, MANAGE AND EVALUATE POLICIES IN THE FIELD OF EDUCATION OF HUMAN RESOURCES IN HEALTH.

Definition by type of activities & skills :

Typically, this person is fluent in conceiving training strategies, has experience in matching development needs, supporting continuous professional development processes, and/or run training academies. He/she understands the field of education, its challenges and runs education projects and programmes.

Indicative criteria for self-assessing ones levels of proficiency :

EXPERIENCED	MASTER
<p>At least 2 of those predefined criteria must be met</p> <ul style="list-style-type: none"> - 2 years working experience in Education management with a HWF component; - 2 years working experience in building and evaluating Education programmes with a HWF component; - Participation to 3 studies or projects related to Health Workforce education, either as researcher / analyst, writer or project manager; - Participation to at least 10 workshops or conferences on Education of HWF at (inter-) national level; - A degree in the field of Education Management, with option Health. 	<p>At least 3 of the predefined criteria must be met</p> <ul style="list-style-type: none"> - 5 years working experience in Education management with a HWF component; - 5 years working experience in building and evaluating Education programmes with a HWF component; - Participation to 5 studies or projects related to Health Workforce education, either as researcher / analyst, writer and overall manager of at least one of these; - Participation to at least 30 workshops or conferences on Education of HWF at (inter-) national level, and at least 10 at international level; - 2 degrees or a doctorate level in the field of Education Management with option Health.

2.6 Definition of competence area 5

Area of competence 5 is set as :

SET OF COMPETENCES NEEDED TO UNDERSTAND, MANAGE AND EVALUATE POLICIES IN THE FIELD OF LABOUR MARKET, ESPECIALLY OF HUMAN RESOURCES IN HEALTH.

Definition by type of activities & skills :

Typically, this person is fluent in conceiving recruitment and Human Resources strategies, but also Labour market analysis. He/She has experience in the various aspects of Labour & Employment strategies, like retention policies, job attractiveness, salary benchmarking, workforce migration, etc. He/she understands the challenges of the future for the European Labor open market.

Indicative criteria for self-assessing ones levels of proficiency :

EXPERIENCED	MASTER
At least 2 of the predefined criteria must be met	At least 3 of the predefined criteria must be met
<ul style="list-style-type: none"> - 2 years working experience in Employment & Labour management and/or HR for health care; - 2 years working experience in recruitment and organisation of workforce programmes with a HWF component; - Participation to 3 studies or projects related to Labour/ Workforce dynamics, either as researcher/ analyst, writer or project manager; - Participation to at least 10 workshops or conferences on Labor & Employment policies of HWF at (inter-) national level; - A degree in the field of Labor Sciences of Sociology, with a special attention to Health Workforce. 	<ul style="list-style-type: none"> - 5 years working experience Employment & Labour management and/or HR for health care; - 5 years working experience in recruitment and organisation of workforce programmes with a HWF component; - Participation to 5 studies or projects related to Labour/ Workforce dynamics, either as researcher/ analyst, writer and overall manager of at least one of these; - Participation to at least 30 workshops or conferences on Labor & Employment policies at (inter-) national level, and at least 10 at international level; - 2 degrees or a doctorate level in the field of Labor Sciences of Sociology with option Health care.

2.7 Abbreviation per profession in the healthcare

For this first list of experts, the additional fields only relay to the knowledge through a certification or professional practice of the 5 regulated professions.

- Medical Doctor being abbreviated MD;
- Dentist being abbreviated D;
- Pharmacist being abbreviated P;
- Midwives being abbreviated MW;
- Nurse being abbreviated N.

The matrix is simplified to a binary self-assessment.

3. Legal aspect related to the publication of private informations

During the Joint Action, the article I.10 of the Grant Agreement applies, as well as the REGULATION (EC) No 45/2001 OF THE EUROPEAN PARLIAMENT AND OF THE COUNCIL of 18 December 2000 on the protection of individuals with regard to the processing of personal data by the Community institutions and bodies and on the free movement of such data.

The data collected will allow to identify and contact the expert.

During the process of gathering the list of experts during the current Joint Action, the consensus of the experts will be requested. Only those who will formally request to be present on the list and who will recognize having been informed about the goals and processes of the future network will appear on the list.

The following principles apply:

- Transparency

The members of the network will be informed that all the data that will be submitted will be available to the partners of the Joint Action, and to both the European Commission and Consumer, Health and Food Executive Agency.

When a charter of the network will be approved by the Executive Board and submitted to the Plenary Assembly, all members of the expert network will be informed and may resign their application. The charter will describe the transparency policy, and the request for expert consultation.

A resignation may occur at any time - the data being then deleted.

The members of the network have the right to demand the rectification, deletion or blocking of data that is incomplete, inaccurate or isn't being processed in compliance with the charter.

Legitimate purpose

Personal data can only be processed for legitimate purposes. The charter of the network will describe the legitimate requests to its expertise and to contact the individuals that compose the network.

Proportionality

Personal data may be processed only insofar as it is adequate, relevant and not excessive in relation to the purposes for which they are collected and/or further processed.

No other data than those generally requested on a curriculum vitae and those stated in the contact form should be requested. No physical characteristics, belief or orientation should be registered. Gender will only be registered for contacting purposes.

4. Invitation to apply to be included in the List of Experts

A formal invitation has been sent out by the Medical University of Varna on **March 27th, 2014**. A specific mail address for replying has been created : experts.hwf@mu-varna.bg. Ms Elitsa Ilieva is managing the mailbox, the replies and the production of the list.

The invitation was made of the following documents :

- An invitation letter;
- A Frequently Asked Question list, enabling a better understanding of the demand;
- A response form;

This first invitation has the following metrics:

- amount of letters sent : 317
- amount and distribution of replies received (Yes, No, Questions, ...):
 - o 44 completed
 - o 2 confirmed, no application form yet
 - o 5 denied
 - o 22 not delivered
 - o 7 other/ questions

5. Perspective of evolution of this document

AS A RELEASE 1

This document will:

- be proposed to the Executive Board (June 4th, 2014) as current version, including the official list of applicants for the list of experts - being frozen on May 15th, 2014,
- be handed over to WP3 for formal review,
- be published as version 1.0 after Executive Board Approval.

INTO A RELEASE 2

Version 2.0 will make sure to extend the list of experts and to integrate a definition of the network within a side document. This version 2.0 will be produced according to the Sustainability plan.

A workshop has already been organized in Firenze (IT) on May 6th, 2014. Another session is planned in Lisbon (PT) on June 17th, 2014.

6. Conclusions

This very first List of Experts is kept easy and operating. Though it shows to be very relevant and rich.

Building a network that will mobilise the attention of all these people is an immense job, though it has the capacity to ensure that EU moves forward to be a region where all countries meet basic forecasting and planning standards soon, and make sure that the implementing of horizon scanning does not come much later.

The current answer rate is 13,6% which is rather low. We are still confident that a higher answer rate will be achieved in the 2nd release as:

- the Joint Action will produce tangible deliverables creating enthusiasm and an enhanced dynamics;
- the potential experts need more clarity on the role and working of a network which release 2 will address to;
- the impact of the Second Joint Action Conference held in Rome will highlight the image of our activities.

List of Experts – release 1

Version – 1.0

Appendix 1a - List of experts, in alphabetical order, by field of expertise

NAME	FIRST NAME	DATA & MODELING	HEALTHCARE SYSTEMS	POLICY MAKING	EDUCATION	LABOUR & EMPLOYMENT	HC Professions
Allen	Greg	Experienced	Master	Master	Master	Master	
Andrioti-Deppy	Despana	Master	Master	Master	Master		Medical Doctor, Dentist, Pharmacist, Midwives, Nurse
Aszalos	Zoltan	Experienced		Experienced			
Balogh	Vladimir		Master				Medical Doctor
Balogh	Zoltan	Master	Master	Experienced	Master	Experienced	Nurse
Batenburg	Ronald	Master	Master	Master	Master	Master	
Braeseke	Grit	Master	Master	Experienced	Experienced	Experienced	Medical Doctor Nurse
Braichet	Jean-Marc		Experienced	Experienced	Master	Master	Medical Doctor Midwives Nurse
Carbajo Arias	Pilar				Master		Medical doctor Midwives
Danova	Natashka		Experienced	Experienced			Medical Doctor
De Jorge	Mercedes	Experienced	Experienced				Nurse
De Wever	Alain	Master	Master	Master	Master	Master	Medical Doctor
Destrebecq	Frederic		Experienced	Experienced	Experienced	Master	Medical Doctor
Dussault	Gilles	Experienced	Master	Master	Master	Master	Medical Doctor Midwives Nurses



LIST OF EXPERTS – WP7 (release 1)

Fantechi	Alessandro	Master			Master		
Fonyad	Gabor	Experienced	Master	Experienced	Master	Experienced	Medical Doctor
Girasek	Edmond	Master	Experienced	Experienced	Experienced	Experienced	
Gullemann	Heino	Experienced	Experienced	Experienced			Nurse
Hanson	Stefaan	Experienced	Experienced	Experienced	Experienced	Experienced	Dentist
Holweg	Gerlinde			Experienced		Experienced	Medical Doctor
Hubert	David		Experienced	Master		Experienced	Medical Doctor Midwives Nurses
Ilieva	Elitsa		Experienced				
Jelamschi	Nicolae	Experienced	Experienced	Experienced	Experienced	Experienced	Medical Doctor
Jorens	Lieve		Experienced	Experienced			
Katrova	Lidiya	Experienced		Experienced	Master		Dentist
Kostadinova	Todorka		Master	Master	Master		
Machalska	Magdalena		Master		Experienced		
Menezes Da Silva	Fernando Antonio	Experienced	Master	Master	Master	Experienced	Medical Doctor Nurse
Mircheva	Iskra	Master		Master		Master	
Naydenov	Todor	Experienced	Master		Master	Experienced	Pharmacist
Nemerenco	Ala	Master	Master	Master	Master	Master	Medical Doctor Nurse
Pavlova	Milena	Experienced	Experienced	Experienced	Experienced		
Penova	Slava		Experienced				
Radeva	Nikolina		Experienced				
Rafferty	Anne Marie	Master	Master	Master	Master	Experienced	Nurse
Roda	Sara			Experienced			Dentist
Santric Milicevic	Milena	Master		Experienced	Master		Medical Doctor Dentist



LIST OF EXPERTS – WP7 (release 1)

							Midwives Pharmacist Nurse
Slenter	Victor	Experienced	Experienced	Experienced	Experienced	Experienced	Medical Doctor
Tesar	Tomas		Master	Master	Master	Master	Pharmacist
Valentova	Gabriela	Experienced	Experienced	Experienced	Experienced		Pharmacist
Van Hoegaerden	Michel	Experienced	Experienced	Experienced			
Vasic	Milena						Medical Doctor Dentist Pharmacist Midwives Nurses
		Master	Master	Master	Experienced		
Williams	John		Experienced	Experienced	Experienced	Experienced	Medical Doctor
Xuereb	Andrew		Experienced			Experienced	Nurse

LIST OF EXPERTS – WP7 (release 1)

Appendix 1b - List of experts, in alphabetical order - contact information

NAME	FIRST NAME	Mail	Tel.	Website	Post Address	Language(s)
Allen	Greg	Greg.Allen@cfwi.org.uk	07768 860 056			
Andrioti-Deppy	Despana	dandrioti@esdy.edu.gr	+302132010134 +30 6977327732		National School of Public Health Alexandras Ave, 115 21 Athens (Greece)	
Aszalos	Zoltan	zoltan.aszalos@emk.sote.hu	(+36) 209424215		1125 Budapest, 2 Kútvölgyi út, (Hungary)	
Balogh	Vladimir	poradca@lekom.sk				
Balogh	Zoltan	meszkelnok3@gmail.com				
Batenburg	Ronald	r.batenburg@nivel.nl	(+31) 312729861		Postbus 20051, 3502 LB Utrecht (The Netherlands)	
Braeseke	Grit	grit.braeseke@iegus.eu	+49 30/9831222-4		Reinhardtstr. 31 D-10117 Berlin (Germany)	
Braichet	Jean-Marc	braichetj@who.int				
Carbajo Arias	Pilar	pcarbajo@mssi.es	(+34) 915961156		18/20, Paseo del Prado, 28014 Madrid (Spain)	





Joint Action Health Workforce
Planning and Forecasting

LIST OF EXPERTS – WP7 (release 1)

Danova	Nastashka	n.danova@ncpha.government.bg	(+359) 28056326	15, Akad.Ivan Evst. Geshov, 1431 Sofia (Bulgaria)
De Jorge	Mercedes	mdejorge@msssi.es	(+34) 915964173	18/20, Paseo del Prado, 28014 Madrid (Spain)
Destrebecq	Frédéric	ceo@uems.net	(+32) 26403730	20, Avenue de la Couronne, 1050 Brussels (Belgium)
De Wever	Alain	alain.dewever@ulb.ac.be		
Dussault	Gilles	gillesdussault@ihmt.unl.pt		100, Rua da Junqueira, 1349-008 Lisbon (Portugal)
Fantechi	Alessandro	alessandro.fantechi@regione.toscana.it		
Fonyad	Gabor	fonyadg@budapest.vasuteu.hu fonyadg@vasuteu.hu	+36-30-6808- 308	H-1062 Budapest, Podmaniczky u. 109. (Hungary)
Girasek	Edmond	girasek@emk.sote.hu	(+36) 14887623	2, Kútvölgyi út, 1125 Budapest (Hungary)
Gulleman	Heino	h.gulleman@tdh.de	+49-(0)30-27 58 24 45	Stresemannstraße 72



Funded by
the Health Programme
of the European Union



Joint Action Health Workforce
Planning and Forecasting

LIST OF EXPERTS – WP7 (release 1)

			+49-(0)171 426 16 11	DE-10963 Berlin, (Germany)
Hanson	Stefaan	stefaan.hanson@vvt.be	02 413 00 17	Vrijheidslaan 61 1081 Brussel (Belgium)
Holweg	Gerlinde	gg.holweg@minvws.nl	06-317 53 252	
Hubert	David	david@hubertconsulting.com	(+44) 7942639159	206, South City Court, SE15 6AN London (United Kingdom)
Ilieva	Elitsa	elitsa.ilieva@mu-varna.bg	(+359) 889522538	55, Marin Drinov Str., 9002 Varna (Bulgaria)
Jelamschi	Nicolae	njelamschi@mednet.md		
Jorens	Lieve	lieve.jorens@gezondheid.belgie.be	(+32) 478781498	40/10, Place Victor Horta, 1060 Brussels (Belgium)
Katrova	Lidiya	lydia_katrova@yahoo.com		
Kostadinova	Todorka	kostadinovad@gmail.com	(+359) 52677089 (+359) 889588408	55, Marin Drinov Str., 9002 Varna (Bulgaria)
Machalska	Magdalena	magdalena.machalska@aeip.net	(+32) 491078334	24, Rue Montoyer, 1000 Brussels (Belgium)



Funded by
the Health Programme
of the European Union



Joint Action Health Workforce
Planning and Forecasting

LIST OF EXPERTS – WP7 (release 1)

Menezes Da Silva	Fernando Antonio	fernando.menezes@saude.gov.br		
Mircheva	Iskra	mircheva_is@mu-varna.bg	(+359) 52634018	3, Bregalnitsa Street (Regional Health Inspectorate), 3rd floor 9000 Varna (Bulgaria)
Naydenov	Todor	todornaydenov1@gmail.com		
Nemerenco	Ala	nemerenco@euro.who.int	(+373) 22839975	2, V.Alecsandri Str, MD-2009 Chisinau (Moldova)
Pavlova	Milena	m.pavlova@maastrichtuniversity.nl	(+31) 433881705	30, Duboisdomein, Room 0.073, 6229 GT Maastricht (The Netherlands)
Penova	Slava	slava.penova@mu-varna.bg	(+359) 887888977	55, Marin Drinov Str., 9002 Varna (Bulgaria)
Radeva	Nikolina	niki.radeva@mu-varna.bg	(+359) 876952575	55, Marin Drinov Str., 9002 Varna (Bulgaria)
Rafferty	Anne Marie	anne_marie.rafferty@kcl.ac.uk	(+44) 2078483608	King's College London,



Funded by
the Health Programme
of the European Union



Joint Action Health Workforce
Planning and Forecasting

LIST OF EXPERTS – WP7 (release 1)

					WC2R 2LS, London (United Kingdom)	
Roda	Sara	sara.roda@eudental.eu	(+32) 27363429		1, Avenue de la Renaissance, 1000 Brussels (Belgium)	
Santric Milicevic	Milena	msantric@yahoo.com	+381-11-2643- 830			
Slenter	Victor	v.slenter@capaciteitsorgaan.nl	(+31) 613011349		Postbus 20051, 3502 LB Utrecht (The Netherlands)	
Tesar	Tomas					
Valentova	Gabriela	vp.ea@epsa-online.org	+32498017975		Rue du Luxembourg 19- 21, 1000 Brussels (Belgium)	
Van Hoegaerden	Michel	mvhbox@me.com	(+32) 473825004	michelvh.weebly.com	22, rue Haut Chemin, 1370 Jodoigne (Belgium)	EN, FR, NL
Vasic	Milena	milena_vasic@batut.org.rs				
Williams	John	president.italy@fastnet.it	(+39) 3479307117			
Xuereb	Andrew	Andrew.p.xuereb@gov.mt	(+356) 22992558		15, Palazzo Castellania - Merchant Street	



Funded by
the Health Programme
of the European Union



Joint Action Health Workforce
Planning and Forecasting

LIST OF EXPERTS – WP7 (release 1)

Valletta, 1171
Valletta
(Malta)



Funded by
the Health Programme
of the European Union

Appendix 2a - Invitation letter

From: Prof. Todorka Kostadinova on behalf of the “Sustainability” team

To: xxxx xxxxx

Medical University of Varna, March 27th, 2014

Dear Colleague,

The Joint Action on Health Workforce on Planning & Forecasting, funded by the Health Programme of the European Union, is creating a platform for collaboration and exchange of experts in the field of Health Workforce Planning and Forecasting (HWF PI&F).

Common challenges exist across Europe which are likely to substantially impact on the demand, supply and skill mix of the health workforce which risk undermining the sustainability of health systems in the European Union.

This network is urgently needed to help the European Union to deepen understanding of the issues, to identify solutions to address the increasing imbalance of Europe’s health workforce.

Attached you will find the leaflet describing the Joint Action.

It is the task of the Joint Action’s Work Package 7 - Sustainability to recruit and list the available highly qualified experts, who can share their knowledge.

Previous studies¹ funded by EC, leading to the Joint Action project highlighted the importance of such a network to be included in the preparation of future policy responses decisions.

In a first stage, the network will include known experts keen to be kept informed of the EU developments on Health Workforce Planning and Forecasting, and volunteering to be invited for opinions and sharing of information. These candidates will also enjoy higher networking opportunities and an increase of the potential impact of their current expertise. The future network will include experts with various skills, from technical expertise to policy-making and public processes like employment and education.

We intend to start the network activities at the end of the year 2014, and build up on those activities both thematically and jointly with other existing networks related to healthcare, education and employment matters throughout Europe.

As an expert in the field, we hope that you might be willing to take part in this network. Therefore, we kindly invite you to participate in this initiative.

¹ <http://ec.europa.eu/>



LIST OF EXPERTS – WP7 (release 1)

Please complete the attached Registration form for the network and send it back to the following e-mail: experts.HWF@mu-varna.bg.

Your registration will be handled by the Joint Action project (through the Medical University of Varna, Bulgaria). Your registration does not mean that you commit to any additional work, but that you offer to consider a potential opportunity for yourself, your organization and your country to contribute to health workforce planning processes and to transfer knowledge.

This initial round of request for registration is to be completed by the summer of 2014. In the meantime, together with the applicant, the Joint Action Programme will put forward a proposal for the design and workplan for the network in construction and will be presented to you by the end of the year. The network itself would then officially start by 2015.

Would you need any further information, please do not hesitate to contact us. You may also have a look at our website on www.euhwforce.eu.

Yours faithfully,

Prof. Todorka Kostadinova
Work Package Sustainability (WP7)
Joint Action on Health Workforce Planning & Forecasting



Funded by
the Health Programme
of the European Union



Appendix 2b - Expert consent & auto-evaluation form

1.	Name	
2.	Surname	
3.	Position/ Title	
4.	Organisation	
5.	Country	
6.	Contact Address	
7.	Contact Email Address	
8.	Personal Website/ Organisational Website	
9.	Contact Phone number	
10.	Language(s)	<input type="checkbox"/> Mother language (Native language): <input type="checkbox"/> English <input type="checkbox"/> Others:
Area of competence you would like to be listed on the network (to fill in the following questions please read the instructions below the table)		
11.	Data & Modelling	<input type="checkbox"/> Experienced <input type="checkbox"/> Master
12.	Healthcare system	<input type="checkbox"/> Experienced <input type="checkbox"/> Master
13.	Policy making	<input type="checkbox"/> Master <input type="checkbox"/> Experienced
14.	Education	<input type="checkbox"/> Master <input type="checkbox"/> Experienced
15.	HC professions	<input type="checkbox"/> Medical Doctor <input type="checkbox"/> Dentist <input type="checkbox"/> Pharmacist <input type="checkbox"/> Midwives <input type="checkbox"/> Nurse

With the following Expert Registration Form I confirm my willingness to participate in the Expert's network of Joint Action on European Health Workforce Planning and Forecasting (EUHWforce) and to share the above list of data and self-assessment of my skills for the purpose of the project. I am aware of the purposes of this data collection (see also www.euhwforce.eu) and I agree the data become published through the D072 List of experts in frame of Joint Action activities.

Signature:

Date: xxxx

Appendix 2c - List of Q&A's

**JOINT ACTION ON HEALTH WORKFORCE PLANNING
AND FORECASTING
LIST OF EXPERTS - Q&A**

This list of Questions & Answers aims at supporting the Registration form to become listed on the Joint Action HWF List of Experts.

What is the goal of the List of Experts?

The Joint Action aims at creating a network of experts to support the EU Member States in developing capacity in Health Workforce Planning & Forecasting, enabling policy-makers to take evidence and scientific-based decisions.

The list will both be made available to the Member States and many stakeholders like the EU-wide professional organizations in order to help them find the appropriate in-land or foreign expertise. Also, the list will be a distribution list for the future networking activities. The members will be encouraged to share their knowledge on a collaborative platform and through collaborative activities and conferences.

What about the choice between 2 levels of expertise?

The list is a list of experts. There is no point in referring low level of expertise, as this information is not useful to the stakeholder. Also, a wide variation of levels of expertise is neither relevant nor measurable. Therefore, we propose to adopt an easy 2-level system, with Experienced and Master as definers.

Definition of competence area 1

Area of competence 1 is set as:

SET OF COMPETENCES NEEDED TO COLLECT, PROCESS WITH SCIENTIFIC INSTRUMENTS, UNDERSTAND AND MAKE USE OF HEALTHWORKFORCE DATA, INCLUDING MODELLING

Proposed criteria for self-assessing ones levels of proficiency:

EXPERIENCED	MASTER
At least 2 of those criteria must be met	At least 3 of those criteria must be met
<ul style="list-style-type: none"> - 2 years working experience in Healthcare Data Collection with a HWF component; - 2 years working experience in modelling Healthcare systems based on data with a HWF component; - Participation to a study related to Health 	<ul style="list-style-type: none"> - 5 years working experience in Healthcare Data Collection with a HWF component; - 5 years working experience in modelling Healthcare systems based on data with a HWF component; - Participation to at least 3 studies related to

<p>Workforce Planning using data and modellisation, either as researcher, writer or data manager;</p> <ul style="list-style-type: none"> - Participation to at least 5 workshops or conferences on Health Workforce at (inter-) national level; - A degree in the field of Health, like MD, Healthcare management, or in the field of Data management like Statistics, Sociology. 	<p>Health Workforce Planning using data and modellisation, either as researcher, writer or data manager, and overall manager of at least one of these;</p> <ul style="list-style-type: none"> - Participation to at least 10 workshops or conferences on Health Workforce at (inter-) national level, and at least 3 at international level; - 2 degrees or a doctorate level in the field of Health, or in the field of Data management.
---	---

Definition of competence area 2

Area of competence 2 is set as:

SET OF COMPETENCES NEEDED TO UNDERSTAND, EVALUATE AND FORESEE FUTURE EVOLUTIONS OF THE HEALTHCARE SECTOR AT NATIONAL LEVEL WITH UNDERSTANDING OF INTERNATIONAL CONTEXT

Criteria's for self-assessing ones levels of proficiency:

EXPERIENCED	MASTER
At least 2 of those criteria must be met	At least 3 of those criteria must be met
<ul style="list-style-type: none"> - 2 years working experience in Healthcare Management with a HWF component; - 2 years working experience in building and evaluating Healthcare systems with a HWF component; - Participation to 3 studies or projects related to Health Workforce systems, either as researcher / analyst, writer or project manager; - Participation to at least 10 workshops or conferences on Healthcare systems at (inter-) national level; - A degree in the field of Health like MD, or Law with option Healthcare, International affairs. 	<ul style="list-style-type: none"> - 5 years working experience in Healthcare Management with a HWF component; - 5 years working experience in building and evaluating Healthcare systems with a HWF component; - Participation to 5 studies or projects related to Health Workforce systems, either as researcher / analyst, writer and overall manager of at least one of these; - Participation to at least 30 workshops or conferences on Healthcare systems at (inter-) national level, and at least 10 at international level; - 2 degrees or doctorate level in the field of Health, or Law with option Healthcare, International affairs.

Definition of competence area 3

Area of competence 3 is set as:

SET OF COMPETENCES NEEDED TO UNDERSTAND, PARTICIPATE AND POTENTIALLY LEAD POLICY MAKING PROCESSES IN THE HEALTHCARE SECTOR, WITH UNDERSTANDING OF THE INTERNATIONAL (EU AT LEAST) CONTEXT AND PROCESSES, INCLUDING THE LEGAL ASPECTS

Criteria's for self-assessing ones levels of proficiency:

EXPERIENCED	MASTER
<p>At least 2 of those criteria must be met</p> <ul style="list-style-type: none"> - 2 years working experience in Healthcare Policy making with a HWF component; - 2 years working experience in International coordination of policies with a HWF component; - 2 years working experience in a legal context with HWF component; - Participation to at least 10 workshops or conferences on policy making in the Healthcare sector at (inter-) national level; - A degree in the field of Health, or Law with option Healthcare, International affairs. 	<p>At least 3 of those criteria must be met</p> <ul style="list-style-type: none"> - 5 years working experience in Healthcare Policy making with a HWF component; - 5 years working experience in International coordination of policies with a HWF component; - 5 years working experience in a legal context with HWF component; - Participation to at least 30 workshops or conferences on policy making in the Healthcare sector at (inter-) national level, and at least 10 at international level; - 2 degrees or a doctorate level in the field of Health, Law with option Healthcare, International affairs.

Definition of competence area 4

Area of competence 4 is set as:

SET OF COMPETENCES NEEDED TO UNDERSTAND, MANAGE AND EVALUATE POLICIES IN THE FIELD OF EDUCATION OF HUMAN RESOURCES IN HEALTH

Criteria's for self-assessing ones levels of proficiency :

EXPERIENCED	MASTER
At least 2 of those criteria must be met	At least 3 of those criteria must be met
<ul style="list-style-type: none"> - 2 years working experience in Education management with a HWF component; - 2 years working experience in building and evaluating Education programmes with a HWF component; - Participation to 3 studies or projects related to Health Workforce education, either as researcher / analyst, writer or project manager; - Participation to at least 10 workshops or conferences on Education of HWF at (inter-) national level; - A degree in the field of Education Management, with option Health. 	<ul style="list-style-type: none"> - 5 years working experience in Education management with a HWF component; - 5 years working experience in building and evaluating Education programmes with a HWF component; - Participation to 5 studies or projects related to Health Workforce education, either as researcher / analyst, writer and overall manager of at least one of these; - Participation to at least 30 workshops or conferences on Education of HWF at (inter-) national level, and at least 10 at international level; - 2 degrees or a doctorate level in the field of Education Management with option Health.

Definition of competence area 5

Area of competence 5 is set as :

SET OF COMPETENCES NEEDED TO UNDERSTAND, MANAGE AND EVALUATE POLICIES IN THE FIELD OF LABOUR MARKET, ESPECIALLY OF HUMAN RESOURCES IN HEALTH.

Definition by type of activities & skills :

Typically, this person is fluent in conceiving recruitment and Human Resources strategies, but also Labour market analysis. He/She has experience in the various aspects of Labour & Employment strategies, like retention policies, job attractiveness, salary benchmarking, workforce migration, ... He/she understands the challenges of the future for the European Labor open market.

Indicative criteria's for self-assessing ones levels of proficiency :

EXPERIENCED	MASTER
At least 2 of those criteria must be met	At least 3 of those criteria must be met

LIST OF EXPERTS – WP7 (release 1)

- | | |
|---|---|
| <ul style="list-style-type: none"> - 2 years working experience in Employment & Labour management and/or HR for health care; - 2 years working experience in recruitment and organisation of workforce programmes with a HWF component; - Participation to 3 studies or projects related to Labour / Workforce dynamic, either as researcher / analyst, writer or project manager; - Participation to at least 10 workshops or conferences on Labor & Employment policies of HWF at (inter-) national level; - A degree in the field of Labor Sciences of Sociology, with a special attention to Health Workforce. | <ul style="list-style-type: none"> - 5 years working experience Employment & Labour management and/or HR for health care; - 5 years working experience in recruitment and organisation of workforce programmes with a HWF component; - Participation to 5 studies or projects related to Labour / Workforce dynamic, either as researcher / analyst, writer and overall manager of at least one of these; - Participation to at least 30 workshops or conferences on Labor & Employment policies at (inter-) national level, and at least 10 at international level; - 2 degrees or a doctorate level in the field of Labor Sciences of Sociology with option Health care. |
|---|---|

The experts will be able within a **future** platform of collaboration to add a CV to their name, enabling a more detailed presentation.

May I be listed in multiple skills?

Obviously, all experts may apply for multiple categories if relevant, with various levels of expertise.

Why are there only 5 areas of expertise?

All experts have a different background and know more about a different country context. The list of experts, at least the first issue, must remain simple to use. We therefore identified the five main areas of expertise needed. Additional areas may be added in the future, if needed. The areas are broad enough so we believe most of the experts known to date will fit in.

How to measure the level of expertise?

It is not the goal of the Joint Action to measure scientifically the level of expertise of each applying expert. This measure is not really feasible though. As we trust the experts to apply and provide sound experience and expertise to the Member States and to the various stakeholders, we also trust them in self-evaluating their level of skills.

Self-evaluation is therefore the method chosen, and the self-evaluation will not be disputed.

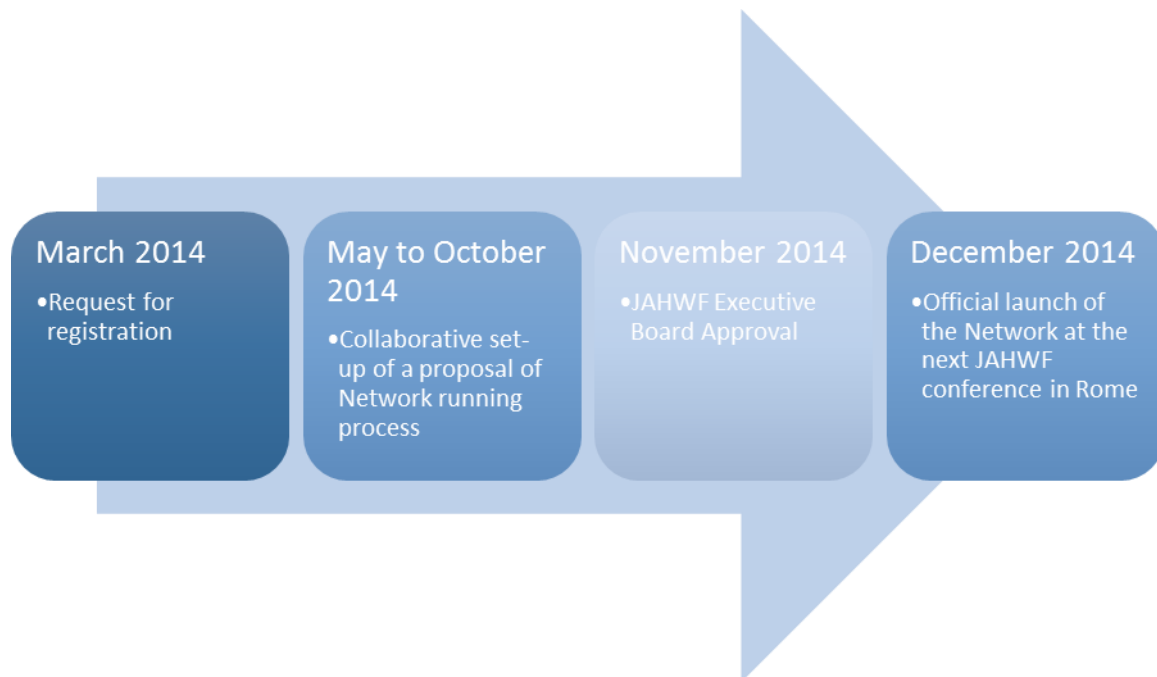
Also, adding CVs and implementation of the network portal in the future will enable the experts to develop further their capacity, track the evolution, and allow EU and Members States to locate the appropriate experts.

Why are they supporting criteria for evaluating the expertise level?

The proposed criteria, which are not mandatory, are proposed to support the decision-making in the self-evaluation process, also helping to obtain a more homogeneous self-evaluation pattern. We know that there will be various special cases which will not fit in, but these criteria are not rules, just tools.

What is the timeline for the creation of the Joint Action Network of Experts

The timeline is as follows:



The presentation of the List of Experts at the plenary assembly of the Joint Action may be found here: http://www.euhwforce.eu/web_documents/JAHWF-PA-1/PA1_LISTOFEXPERTS_CONCEPT_WP7.pdf.

What about the other mechanisms for hiring experts set in place at EU Commission / Agency Level

The current invitation to register to the Joint Action network is independent from any other official European Commission calls for experts within the framework of EU funding programmes.

The Joint Action network is not exclusive. The information regarding the network of experts will be exchanged through the following e-mail address: experts.HWF@mu-varna.bg.

Appendix 3 - Input from the technical work packages

Joint Action on Health Workforce Planning & Forecasting

Work Package 7 - SUSTAINABILITY

EXPERT PROFILE - WORKSHOP SESSION 1 - WP5_IT INPUT

History of the document:

WP5_IT was requested to provide the following information/documents

- The last expert profile for your work package (WP5-Methodology expert) as you presented it;
 - The competence grid of these experts, translating the profile into a matrix profile.
 - Their best proposal of tools implemented or to be implemented to help this network to be actively managed.
-

Answer

WP5 intend to use experts in three different moments: in identifying minimum dataset requirements, in reviewing and assessing existing planning procedures and models, to develop and review the cookbook. For WP5 purposes an expert is a person who have developed and/or managed model-based planning methodologies or, in alternatives, who have analysed / reviewed model-based methodologies (for example from OECD or Matrix). She/he has also to take into account the outcomes of the planning process and have tried to improve / adapt the planning/forecasting model on the base of those outcomes. Preferably, she/he is well known within her/his Country and by the stakeholders.

- Here the "ideal" matrix profile:

- Experiences: to have managed a HWF planning and forecasting system (model-based) in a EU country or to have developed a HWF based-model system in a EU country. Level: for, at least, 3 years.
- Technical knowledge: knowledge of HWF planning and decision making processes and of the actors (stakeholders) involved in her/his own country. Level: in-depth. Knowledge of HWF planning methodologies in the different EU and not EU countries. Level: basic.
- Organizational skills: skills of analysis, benchmark and synthesis. Level: high.

This "ideal" profile will likely be declined in different categories: for different professions (at least, physicians and nurses), for different regional areas (in countries with a decentralized HWF system, for example Germany), for major stakeholders (especially in big countries, for example Spain).

- Proposal to help the experts' network to be actively managed:

- Determining the networking goals (specific and manageable);
- Sharing the responsibilities with the experts;
- Keeping the experts up-date on the progress to achieve the goals;
- Recognizing the individuals efforts and contributes to achieve the goals;
- Recognizing the status of "expert" involving them in "learning activities" (such as conferences, seminars, etc.).

Tools: web platform, regular meetings.

Joint Action on Health Workforce Planning & Forecasting

Work Package 7 - SUSTAINABILITY

EXPERT PROFILE - WORKSHOP SESSION 1 - WP6_CfWI INPUT

History of the document:

WP6_CfWI was requested to provide the following information/documents

- The last expert profile for your work package (WP6-Forecasting expert) as you presented it;
- The competence grid of these experts, translating the profile into a matrix profile.
- Their best proposal of tools implemented or to be implemented to help this network to be actively managed.

Answer

Individual competence grid for WP6 experts

	Individual
Behavioural competence	<p>Interpersonal skills</p> <p>Works collaboratively with WP6 to challenge and review outputs from WP6. Acts as a source of guidance and information and is able to credibly promote the work of WP6 to senior contemporaries.</p>
Technical competence	<p>Techniques</p> <p>Raises matters of concerns, risks and issues for the work package.</p>
Contextual competence	<p>Domain expertise</p> <p>Specialist subject matter expertise on horizon scanning and health workforce planning at a level that is able to support the strategic direction of the horizon scanning work package (WP6) and ensure outputs are able to support the planning of future workforce.</p> <p>This includes:</p> <ul style="list-style-type: none"> · A credible academic record; · Published work in health workforce planning and/or horizon scanning · Breadth of expertise in HWF planning, with a particular interest in long-term or strategic thinking.

Tools implemented or to be implemented to assist in the active management of the network

Teleconferences (a maximum of four meetings per annum) and individual meetings with the identified experts to:



Joint Action Health Workforce
Planning and Forecasting

LIST OF EXPERTS – WP7 (release 1)

- Contribute to the strategic direction of WP6
- Review templates
- Promote the work package
- Act as a source of guidance and information
- Raise matters of concern



Funded by
the Health Programme
of the European Union



KU LEUVEN



Appendix 4 - Session conclusion of Sofia's workshop



Funded by the Health Programme of the European Union

Joint Action Health Workforce Planning and Forecasting
Work Package 7 Sustainability

KU LEUVEN

Session 1-1 Description of objectives

Goal of the workshop

Assess the overall identification and future coordination of the various (technical) experts

Questions to be answered:

MAIN:

- Considering the variety of experts on the different technical and knowledge aspects, are they to be categorized (and handled in) the same or in different networks)?
- What are the goals of this/these technical networks now and in the future, and which profiles would be necessary?
- Is there a specific role for academic experts?

SECONDARY:

- Do we have existing networks?
- How can we keep these networks alive?



Funded by the Health Programme of the European Union

Joint Action Health Workforce Planning and Forecasting
Work Package 7 Sustainability

KU LEUVEN

Session 1-1-1 Technical Experts

#	Decision/Conclusion
1	We recognize the difference between technical & policy experts requesting difference in networking.
2	We recognize that there are 2 and 6 types of technical experts in the proposed subdivision, with some corrections, as a good start to propose categories for the first list of experts due to be delivered by March 2014.
3	We will populate the first list of experts with all the known experts participating in the E.A., but also with the experts highlighted by our major stakeholders. The stakeholder analysis is a powerful tool to help us populate the second delivery of the list of experts.
4	The first matrix-like list of experts will match names with types of expertise as per #2, and additional columns highlighting the professions that are mastered by each expert.
5	We identified that whatever the shape of the network(s), one of its/their tasks is to provide support to policy makers network, helping policy being made at EU and national level.



Funded by
the Health Programme
of the European Union

Joint Action on Health Workforce Planning & Forecasting
Work Package 7 Sustainability



KU LEUVEN



Session 1 – Technical Experts

#	Decision/Conclusion
6	<p>Considering the results of the workshop, we recognize that network(s) of technical experts are useful to address 2 more dimensions of needs:</p> <ul style="list-style-type: none"> - Provide data/evidence based evaluation of policy/Observatory role - Knowledge Management/ Sharing & Internal Consultancy all through EU
7	<p>We tend to recommend to have only one network of technical experts, with a strong management allowing each category to be addressed on its own topics on a regular base.</p>



Funded by
the Health Programme
of the European Union

Joint Action on Health Workforce Planning & Forecasting
Work Package 7 Sustainability



KU LEUVEN



Session 2 – Description of Objectives

Goal of the workshop

Define what sort of experts are needed for the sustainability Work Package policy making

Questions to be answered:

MAIN:

- Which government bodies are important for sustainability of health workforce planning and how do we identify the experts on policy making?
- How can the policy experts network created by the Joint Action articulated with the governmental official representatives?

SECONDARY:

- How do we build further commitment while managing the differences?



Funded by
the Health Programme
of the European Union



KU LEUVEN





Funded by
the Health Programme
of the European Union

Joint Action on Health Workforce Planning & Forecasting
Work Package 7 on Sustainability



KU LEUVEN



Session 22-1 Policy Experts

#	Decision/Conclusion
1	It has been identified that the role of policy experts is to: <ul style="list-style-type: none"> - prepare/validate the recommendations of the JAA - to follow-up the recommendations of the JAA
2	The role (and mandate) of the EU expert group on HWF and its relation with the potential network of policy experts should be analysed.
3	The usage of policy expert within WP7 is scheduled according to the phase of JAA (Focus on awareness, dissemination, decision making, implementation, ..)
4	The preferred ways of gathering a network of policy experts are also variable according to phase & goals: <ul style="list-style-type: none"> • Platform type • Conference, seminar type • Policy dialogue type
5	«Profiles can be helpful for organizations, government boards for identifying right delegates: commitment, expertise, power/influence/mandate»



Funded by
the Health Programme
of the European Union

Joint Action on Health Workforce Planning & Forecasting
Work Package 7 on Sustainability



KU LEUVEN



Session 22-1 Policy Experts

#	Decision/Conclusion
6	It has been pointed out that for many participants there is no clear distinction between technical and policy experts and that roles are changing. (note: Michel Van Hoegaerden will produce an appendix based on HR theory and giving a easy definition of positions & roles)
7	It has been pointed out that even though there might be a difference in profile, a network would benefit from including both technical & policy experts.
8	It has been concluded that having a mandate is most important for policy experts.



Funded by
the Health Programme
of the European Union



KU LEUVEN



Appendix 5 - Literature review

Extract of the MATRIX Study (EU level Collaboration on Forecasting Health Workforce Needs, Workforce Planning and Health Workforce Trends - A Feasibility Study - 29 May 2012) :

“On 7 December 2010, the Council issued a statement inviting the European Commission to include an EU Joint Action in the 2011 work plan of its Second Programme of Community Action in the Field of Health 2008-20139. This EU Joint Action would provide “a platform for cooperation between Member States on forecasting health workforce needs and health workforce planning in close cooperation with Eurostat, OECD and WHO”¹⁰. “

“7.2.1 Experts Group on Planning Methods and Tools

The mapping of health workforce planning methodologies (Section 6.2.2) suggests that the extent and success of health workforce planning, in terms of models and tools to balance demand and supply of human resources for health, vary considerably across countries. This appears to be due to two main problem drivers:

- the lack of financial and technical resources in some countries; and
- the limited access to methods and tools.

Objectives

International cooperation could be envisaged in order to tackle in particular the second of these problem drivers. International institutions and some national authorities have recognised this¹⁴² and have invested resources to identify and exchange good practices on the analysis of demand and supply of health workforce. At the international level, WHO has identified, collected and made available on its website methods and tools to estimate the supply of and demand for human resources for health. However, interviews with national level stakeholders suggested that the accessibility and use of these methods and tools is still limited and that only few experts are aware of the WHO toolbox.

In order to complement these efforts and improve the accessibility of methods and tools for health workforce planning, an experts group on planning methods and tools could be created as part of the EU Joint Action. The main tasks of the experts group would be:

1. to increase accessibility to existing models and tools;
2. to facilitate the introduction and implementation of methods and tools at the national level;

and

3. to ensure the sustainability of the exchange of good practices.

¹⁴² Interviews with stakeholders in Finland, Spain, Lithuania, Hungary, Slovenia, the UK

Content

Firstly, the experts group could review and assess all existing workforce planning methods and tools that can inform policy making. In this sense, it would also play a quality assurance role, to identify and shortlist only the good practices. Secondly, the expert group could develop guidelines or learning packages to outline the possible implementation of the tools at the national level. Finally, the experts could work more closely with national health workforce planning authorities and policy makers to help them introduce and use the short-listed models. This fix term projects with experts would however have to be financed through national budgets, as needed. In addition, in order to ensure the sustainability of its results, this project must be endorsed by national government that eventually will finance the implementation and use of the tools.

The group should be composed of academic experts, economists or statisticians that have been involved in the development of existing good practice models. It could be assigned a fixed term project to review the models and develop the guidelines. In addition, the experts should seek the support and collaborate with experts at WHO, who have already identified and reviewed existing models.

Benefits

It is possible to identify three main reasons why this type of collaboration could be beneficial:

- **Quality assurance:** the experts group would be in charge of reviewing existing practices, according to specific criteria. This would allow them to identify models and tools that can be widely considered good practices. In addition, they would be able to identify some of the shortcomings of other existing models. This evaluation might also be useful for national health workforce planning authorities that have developed the model or that are using it.
- **Accessibility:** the experts group would identify good practice models and work on their dissemination across countries. Guidelines and learning sets developed by the experts group would allow national health workforce planners to develop an improved understanding of the models and their functioning. This would help addressing the issue of limited access to models and tools.
- **Capacity building:** academic experts, economists or statisticians that are part of the group could then work on fixed term projects to support national authorities in the implementation of the tools. In this function, they would support capacity building in specific countries and help countries develop technical capacities to use health workforce planning models.

Limits and Risks

The main challenge to the implementation of this scenario for collaboration is related to its appointment and financing. Like in the case of the expert group on indicators (see Section 8.1.2), there are two possible alternative means of financing:

a) The EU Joint Action consortium could be responsible for the appointment and financing of the experts group. In order for national authorities to agree to finance this type of collaboration, sufficient stakeholders buy-in needs to be generated in the early stages of the EU Joint Action. In particular, national authorities need to understand that unless planning tools are available, national health workforce planners will not be able to foresee future shortages in human resources for health and address these challenges accordingly. This would ultimately undermine the sustainability of national healthcare systems. As discussed in limited number of countries can currently rely on methods and tools to develop projections on the demand and supply of human resources for health. However, as discussed in Section 6.3, it appears that many European countries could easily

introduce more sophisticated planning methods and tools. Moreover, the exchange of good practices promoted through this scenario for collaboration could actually help avoid any additional cost related to the development of new planning methods and tools.

b) The European Commission could be responsible for the appointment and financing the experts group. Like in the case of the expert group on indicators, synergies with existing networks could be explored. A technical group on health workforce planning models and tools could be envisaged as part of EGHI.

In addition, it is important to consider the fact that some of the methods and tools used for health workforce planning are commercially provided by profit making companies and consultancies. For this reason, shortlisting certain tools might have commercial implications that would need to be considered.

Finally, in order to ensure the success of this scenario for collaboration, the work of the experts group should be complemented by other instruments, in order to ensure full and sustainable accessibility to the tools. Platforms through which the experts group could disseminate the results of their research and do capacity building should also be envisioned.”

The next scenarios for collaboration could help overcome the limits of the experts group.

Scenario 4: Experts Group on Planning Methods and Tools	
WHAT?	<p>A group of European experts that:</p> <ul style="list-style-type: none"> Identifies a set of methods and tools for health workforce analysis Builds capacity at the national level on the use of methods and tools
WHY?	<ul style="list-style-type: none"> Quality assure good practice models Increase accessibility to existing models and tools; Build capacity Ensure the sustainability of the exchange of good practices
WHERE?	European level
WHO?	Group of academic experts, economists or statisticians with experience in developing and using health workforce planning models
HOW?	Joint Action Consortium/European Commission to identify and appoint group of experts, which reviews models and develops guidelines or learning packages

Document Change Log

Version	Author(s)	Content	Date	Reviewer(s)
0.1	Michel Van Hoegaerden	Document structure	08.10.2013	Todorka Kostadinova & Walter Sermeus
0.2	Michel Van Hoegaerden	First draft	08.11.2013	WP4, 5 & 6 leaders on the areas of competence
0.3	Todorka Kostadinova & Michel Van Hoegaerden	List of experts added and upgrade to the first draft	19.11.2013	Lieve Jorens, Walter Sermeus
0.4	Todorka Kostadinova & Michel Van Hoegaerden	List of Experts - upgraded and prepare to the first draft	20.11.2013	Lieve Jorens
0.5	Todorka Kostadinova, Elitsa Ilieva, Nikolina Radeva, Slava Penova & Michel Van Hoegaerden	Document reviewed	10.12.2013	
0.6	Todorka Kostadinova, Elitsa Ilieva, Nikolina Radeva, Slava Penova & Michel Van Hoegaerden	Document reviewed and finalized	11.12.2013	Executive Board
0.7	Elitsa Ilieva & Michel Van Hoegaerden	Final draft for the Executive Board & WP3	20.05.2014	Executive Board & WP3
1.0	Zuzana Matlonova	WP2 final check up after the EB approval of the document	16.7.2014	
1.0	Elitsa Ilieva	Alignment of the document after WP2 final check up	25.7.2014	
1.0	EB approved and WP2 checked version of the List of Experts D072 deliverable			