



HIGHER EDUCATION PAIN MEDICINE PROJECT

# Terms of Reference for External Evaluator



Project title	Strengthening Capacities for Higher Education of Pain Medicine in Western Balkan countries
Project acronym	HEPMP
Project reference number	585927-EPP-1-2017-1-RS-EPPKA2-CBHE-JP
Coordinator	University of Belgrade
Project start date	October 15, 2017
Project duration	36 months

Reference no and title of work package	WP6 Quality control
Institution	The University of Belgrade
Document status	Final
Dissemination level	Public

Project number: 585927-EPP-1-2017-1-RS-EPPKA2-CBHE-JP (2017 – 3109 / 001 – 001)

This project has been funded with support from the European Commission.  
This publication [communication] reflects the views only of the author, and the Commission cannot be held responsible for any use which may be made of the information contained therein.

## Contents

II Terms of Reference (ToR) for external evaluator.....	5
Background information .....	6
Objectives of external evaluation.....	7
General responsibilities of an external evaluators.....	7
Expected outputs.....	7
Expertise needed:.....	8
Additional criteria .....	8

## II Terms of Reference (ToR) for external evaluator

**Subcontracting authority:** The University of Belgrade, Address: Studentski trg 1, Belgrade, Serbia

**Scope:** Erasmus+ project *Strengthening Capacities for Higher Education of Pain Medicine in Western Balkan countries* – HEPMP (585927-EPP-1-2017-1-RS-EPPKA2-CBHE-JP)

**Duration of assignment:** June 2019 – October 2020

**Expert fee:** Defined by the HEPMP project budget

**Documents:**

1. CV (Europass format).
2. **Motivation Letter**

**Language:** All documents should be provided in English. Applicants may be requested to provide Serbian translation of submitted documents by the Subcontracting authority.

**Deadline:** 20 May 2019

**Procedure:** Documents should be sent to the project coordinator prof dr Predrag D. Stevanovic to [hepmperasmus.ka2@med.bg.ac.rs](mailto:hepmperasmus.ka2@med.bg.ac.rs).

## Background information

**Funding:** Erasmus+

**Key Action:** KA2 Capacity Building in Higher Education

**Type of project:** Joint Projects

**Coordinating Institution:** University of Belgrade

The main aim of HEMP project is to increase quality of education in pain medicine in order to contribute to the improvement of public health care services and PCs in line with the Health 2020. In Serbia, Montenegro and Bosnia and Herzegovina there is a significant problem of large percentage of the population who suffers from cancer, rheumatic and neurological diseases, while education in the field of pain medicine is insufficient. In fact, one of the priorities of the strategy Health 2020 improvement of the quality of medical services and continuously adapt to changing patterns of disease. Aim of this project is developing an interdisciplinary program in Pain Medicine at the under / postgraduate studies by applying new methodologies and specific learning outcomes in partner country universities. The introduction of the modernized study program of pain medicine is important for improvement of the quality of higher education that will contribute to improve the health care of the population. Moreover, one of the aims is establishment of academic network that would allow the exchange of knowledge of HCWs in Serbia, Montenegro and Bosnia and Herzegovina. The main tool of this network would be development of educational PAIN REGION WB Network which will enhance regional cooperation and education of pain medicine of all partner country universities.

Also, one of the HEPMP aims is delivering of trainings of pain medicine in order to increase skills and competences of health care workers (HCW) in PCs. Training would be for the two target groups: the first type of courses would be for HCWs who work in primary health care centres and daily dealing with the management of pain medicine, and other types of courses would organized in the form of highly specialized training for interventional treatment of pain for doctors who work in tertiary institutions. During the project will form the learning material in the form of brochures for courses and textbooks on pain.

## Objectives of external evaluation

The primary task of external evaluator(s) is to supervise the implementation of project activities and to provide the assessment of various project aspects such as relevance (is the project still relevant in terms of its goals and achievements), efficiency (are the activities within the work-packages done on time and within planned budget), effectiveness (how well are the project specific objectives met), impact (at the different levels) and sustainability (what would stay after the project is finished).

## General responsibilities of an external evaluator

### Expected outputs

- Evaluate the quality of project activities and outputs
- Evaluate dissemination activities as well as the sustainability and exploitation of the project outputs
- Present preliminary conclusions based on desk research in September 2019
- Write monitoring report based on the initial evaluation by the end of 2019
- Assess effectiveness and efficiency of the budget spending
- Evaluate the project as a whole

Monitoring reports should reflect on relevance, impact, dissemination, efficiency, effectiveness, and sustainability of the project outputs and provide recommendations for all project partners.

In order to achieve envisaged outputs an external evaluator can schedule independent monitoring visits however it is highly suggested to attend at least one project management meeting. The project management board is responsible to provide all project documents and deliverables to the external evaluator(s) on request.

### Expertise needed:

- At least 10 years of project management experience
- At least 10 years of experience in conducting data analysis (desk research, quantitative and qualitative data analysis)
- Knowledge and understanding of project monitoring and evaluation
- Experience in working with Western Balkan Countries
- Experience in working with the European Commission and/or other international organisations
- Research experience in the field of higher education
- Knowledge and understanding of Erasmus+ programme
- Experience in implementing Erasmus+ Capacity Building in Higher Education projects
- Experience in conducting monitoring and evaluation of Erasmus+ Capacity Building in Higher Education projects

### Additional criteria

- Language:
  - One of the partner country languages (Bosnia and Herzegovina, Montenegro, Serbia) level: Native
  - English language: C1
- Readiness to work in cooperation with an expert coming from a programme country and chosen as an additional EU external expert.



Strengthening Capacities for Higher Education of Pain Medicine in Western Balkan  
countries – HEPMP

Project number: 585927-EPP-1-2017-1-RS-EPPKA2-CBHE-JP

Contacts:

Prof. dr **Predrag Stevanovic**

Email: [hepmperasmus.ka2@med.bg.ac.rs](mailto:hepmperasmus.ka2@med.bg.ac.rs)

Internet portal: [www.hepmp.med.bg.ac.rs](http://www.hepmp.med.bg.ac.rs)

Forum: [www.hepmp.med.bg.ac.rs/forum/](http://www.hepmp.med.bg.ac.rs/forum/)

Telephone: +381 11 3636396

*This project has been funded with support from the European Commission. This publication [communication] reflects the views only of the author, and the Commission cannot be held responsible for any use which may be made of the information contained therein.*