

**EXAMPLE
USE ONE TABLE PER
WORK PACKAGE:
ADD AS MANY
TABLES AS**

TABLE OF ACHIEVED / PLANNED RESULTS

Reference number of the work	
Indicators of achievement and or/performance as indicated in the project proposal	

Insert the title and reference number as indicated in the project proposal

Insert the indicators of achievement and/or performance as indicated in the project proposal

Activities carried out to date for the achievement of this result:

Activity N°	Activity Title	Start date	End date	Place	Description of the activity carried out	Specific and measurable indicators of achievement
Activity number as indicated in the project proposal	Insert the activity title as indicated in the project proposal	State where and when the activity has taken/will take place			Provide a brief description of the activity	Insert specific indicators (qualitative and quantitative) which can help to measure the achievement of the activity result
	Activity Title	Start date	End date	Place	Description of the activity to be carried out	Specific and measurable indicators of progress

Insert specific indicators (qualitative and quantitative) which help measure progresses towards achieving the required result

Changes that have occurred in this result since the original proposal:

Describe any change to the original activity plan described in the project proposal

TABLE OF ACHIEVED / PLANNED RESULTS

<u>Title and reference number of the work package (WP)</u>	WP1 Comparative analysis of education offer in Pain Medicine
<u>Indicators of achievement and or/performance as indicated in the project proposal</u>	<ul style="list-style-type: none"> • 5 reports on pain medicine curriculum • 3 reports on programme country HEIs state of art • 3 comparative reports: programme and partner countries • 3 reports on labor market need analysis • 5 university centers equipped

Activities carried out to date to achieve this result:

Activity N°	Activity Title	Start date	End date	Place	Description of the activity carried out	Specific and measurable indicators of achievement
1.1.	Analysis of Pain medicine study program and LLL courses in PCs	15 October 2017	15 January 2018	RS, BH, ME,	A total of five reports on the condition in the field of pain medicine in all PCs and published on the project website. They cover the pain medicine conditions at each university centre in partner countries: The University of Belgrade, the University of Kragujevac, the University of Banja Luka, the University of Tuzla and the University of Montenegro. The reports aimed at measuring needs in the partner countries in terms of course and study programme offer. They will be a basis for work package 2 and 3.	Five reports of education offer of Pain medicine from universities of Belgrade, Kragujevac, Banja Luka, Tuzla and Podgorica published on HEPMP website. hepmp.med.bg.ac.rs/?page_id=2323

				<p>All reports are available on the project website. They have been disseminated at the project events and over mailing list.</p> <p>Analysing the data regarding the lecturers about pain at undergraduate study at Faculty of Medicine (the University of Tuzla) we found that the knowledge about pain students can get in the fifth year there are Surgery (pain as symptom in different surgical diseases) and Oncology (carcinoma pain – characteristics, treatment) offering knowledge about pain.</p> <p>Regarding education of pain in undergraduate study at Faculty of Medicine, the University of Banja Luka we found that students are getting information about pain at Pharmacology lecturers (drugs used in pain treatment), Internal medicine (pain as symptom, type and pain characteristics in different diseases) and Neurology (type of pain, pain receptors, pain transmission, treatment of pain, headache, cranial neuralgia, painful neck and throat syndromes). During the specialization of pain, it is learned only on the specialization of Anaesthesia and Intensive Therapy for 1 month.</p> <p>Regarding pain education in University of Podgorica there is only</p>	
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					<p>graduate course of Family Medicine for medical students, the treatment of chronic pain is being processed within the theme of palliative care. In the field of family medicine specialization during specialty training, in the theoretical lectures, we teach residents about pain mostly in the modules: Oncology, Palliative Care, Home Treatment and Muscular Disorders</p> <p>Regarding pain education in University of Kragujevac it is only mentioned through lectures, with no training required, with exception of anaesthesiology, resuscitation and intensive therapy where students have practical training in areas of regional anaesthesia which can be of use in chronic pain management (epidural anaesthesia, different peripheral nerve blocks). Curriculum of Resuscitation 2 is mainly oriented on therapy of acute traumatic pain, with no mention of chronic pain. In Clinical pharmacology the use of analgesic therapy is reviewed only through different theoretical aspects of pharmacodynamics and pharmacokinetics of agents commonly in use in pain treatment in general.</p>	
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1.2	Analysis of Pain medicine study program and LLL courses in PgCs	15 October 2017	15 January 2018	IT, HR, SI	<p>Three PgCs reports have been produced and are available on the project website: The University of Florence, the University of Ljubljana and the University of Rijeka.</p> <p>These reports will be a basis for work packages 2 and 3.</p>	Three reports of education offer of Pain medicine from University of Rijeka, University of Ljubljana and University of Florence published on website of HEPMP project. hepmp.med.bg.ac.rs/?page_id=2323
1.3	Comparative analysis of education offer of pain medicine in the PCs and PgCs	15 November 2017	15 January 2018	IT, HR, SI	<p>The comparative analysis report of education offer of pain medicine in partner and programme countries is completed by the project partner from Slovenia.</p> <p>In order to discuss preparation WP activities as well as to prepare for the implementation of the study programmes and LLL courses, three project meetings were organised during the first project year. They will be presented in detail within WP2.</p>	The report is available on the project website http://hepmp.med.bg.ac.rs/?page_id=2323
1.4	Analysis of labour market needs relevant for HCW in PCs	15 March 2018	15 May 2019	RS, BH, ME	<p>Market analysis was conducted at the country level for all three participating partner countries: Bosnia and Hercegovina, Montenegro and Serbia. All reports concluded that there is high sectoral need for this topic and provided the mapping of healthcare providers in the region.</p> <p>The main mapping conclusions are as follows: There is a Centre for palliative care At University clinical centre Tuzla for pain management of oncological</p>	Three reports of labour market needs for Pain medicine education from Serbia, Bosnia and Herzegovina and Montenegro. http://hepmp.med.bg.ac.rs/?page_id=2323

				<p>patients, where works just one doctor, specialist in anaesthesiology and reanimatology. During 2017, there were 475 patients hospitalized and 58 patients were treated in daily hospital. Two major hospital in Federation of Bosnia and Herzegovina, University Clinical Centre Sarajevo and University clinical hospital Mostar have Pain management department as a part of a Clinic of anaesthesiology and reanimatology.</p> <p>Republic of Serbs is an entity in Bosnia and Herzegovina, which has about 1.2 million inhabitants. The state health system of Republic of Serbs consists of 2 University hospitals, 9 hospitals and 54 health centres. In state hospitals the number of hospital beds is 2 870. Currently there are 3700 physicians in the Republic of Serbs, of which 1582 are specialists and 2118 are doctors of family medicine. There are no personnel in the hospitals, nor the protocols on pain therapy. There is pain ambulance at the University hospitals in Banja Luka and Foča. Through this ambulance, during 2017 there were treated 1218 patients. The only palliative care is in the Gradiška hospital and has 10 beds. An analysis of the necessary changes in the treatment of pain in</p>	
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					<p>Montenegro is the establishment of the Centre for Pain Management which would be the Centre for all patients who cannot be taken care of at the level of primary and secondary health care. This Centre would be part of the Clinical Centre in Podgorica. A sharp increase in the number of patients with malignancies still requires the establishment of a specialized institution for the treatment of pain. After cardiovascular disease, about 16.6% of patients die annually in Montenegro from malignant disease. At the terminal stage, pain therapy is an integral part of all therapeutic protocols. The need for highly specialized doctors for pain therapy is increasing every day. To conclude, the production of staff for pain medicine will represent an extension of supply to citizens and their health care needs, so that their response as a health care service seeker can be a signal for adjusting and correcting the criteria in staffing for pain medicine.</p>	
1.5	Purchase and installation of equipment	October 2017	January 2019	RS, BH, ME	<p>Procurement of equipment have been completed for the project partners in Serbia. The University of Belgrade took over the organisation of the joint tendering procedure at the national level. The procedure couldn't have been conducted for all</p>	<p>Complete tendering documentation available on the University of Belgrade website: https://www.bg.ac.rs/sr/univerzitet/nabavke/jnabavke.php Equipment purchased and installed at the University of Belgrade and the University of Kragujevac.</p>

				<p>countries as a joint multinational procedure due to different laws and procedural requirements. Public tender aligned with national laws have been published and completed for the academic project partners in Serbia, and Montenegro. The type of equipment and its quantity is agreed at the consortium level and confirmed by the EACEA project officer in charge for the HEPMP project.</p> <p>Two types of equipment were purchased: IT equipment that will be used by the project participants, students enrolling at the newly developed study programmes and LLL course attendants. The second type are medical phantoms and treatment training manikins that will be used as a teaching tool. At the University of Belgrade IT equipment is currently being used by teachers working on the development of the Pain Management curriculum, writing the Pain Management textbook and establishing the Academic pain management network. A number of units was installed at the IT centre that will provide a hardware support to the Academic pain management network. Newly established Simulation centre at the UB also</p>	
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					received a number of computers as well as medical phantoms and treatment training manikins. The project coordinator prof Predrag Stevanovic has been appointed as coordinator of the Simulation centre. It should be noted that this output was not initially planned in the project application.	
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Activities to be carried out to achieve this outcome (before the end of the project)

Activity N°	Activity Title	Start date	End date	Place	Description of the activity to be carried out	Specific and measurable indicators of progress
1.3	Comparative analysis of education offer of pain medicine in the PCs and PgCs	15 November 2017	15 May 2019	RS, BH, ME, IT, HR, SI	The reports to be produced by the University of Ljubljana and the University of Rijeka are in the final stages.	Two reports on comparative analysis o education offer of pain medicine
1.5	Purchase and installation of equipment	October 2017	July 2019	Belgrade Podgorica Tuzla Banja Luka	The procedure of tender equipment is ongoing at the University of Podgorica, University of Banja Luka and Tuzla. The University of Montenegro is in the final stages of equipment purchase, while the University of Tuzla and the University of Banja Luka are ready to start with the tendering procedure but are waiting for the approval of the Government which is, according to their law, necessary for tendering procedures. As Government is yet to be formed the process is in a standstill for now. The Bosna and Hercegovina NEO was informed about this situation during the last monitoring visit in March 2019.	Equipment installed at the University of Montenegro Equipment purchased and installed at the University of Podgorica and the University of Tuzla

Changes that have occurred in this result since the original proposal:

Indicated delays will not jeopardize the envisaged project outputs

Please add as many tables as necessary

Title and reference number of the work package (WP)	WP2 Development of curricula for PM study program
Indicators of achievement and or/performance as indicated in the project proposal	<p>5 interventional pain medicine training accreditation certificates for HCW from Serbia, Montenegro and Bosnia and Herzegovina</p> <p>Three trainings for teaching staff</p> <p>50 students enrolled by M28</p> <p>20 completed the study programme courses by M36</p> <p>50 teaching staff participated in implementing study programmes by M36</p>

Activities carried out to date to achieve this result:

Activity N°	Activity Title	Start date	End date	Place	Description of the activity carried out	Specific and measurable indicators of achievement
2.1.	Training of existing teaching staff from PCs at PgCs	15 January 2018	14 July 2018	RS, BH, ME, IT, HR, SI	The first training of teaching staff was held from 12 March until 16 March 2018 at University of Ljubljana at Faculty of Medicine. The lectures about acute postsurgical pain treatment were organised at the department of anaesthesiology and reanimatology. Medical doctors, specialists of anaesthesiology and perioperative intensive medicine who are involved in the acute pain service at the University Medical Centre Ljubljana were the main speakers and organizers of practical work at the hospital. At the hospital the teaching staff join the doctors to the rounds at the surgical departments. The project partners	<p>Detailed documentation for each training is available on the project website:</p> <p>1. The University of Ljubljana training: Participant list: http://hepmp.med.bg.ac.rs/wp-content/uploads/2018/05/LIST-OF-PARTICIPANTS-LJUBLJANA-HEPMP-20180001.pdf Reports: http://hepmp.med.bg.ac.rs/?page_id=2323</p>

				<p>had the opportunity to learn a lot about the possibilities of the postoperative pain relief, the different techniques from peripheral and central blocks and different drugs as well as how to evaluate pain with the use of visual analogue scale and other scales and questionnaire. During the visit, the project partners visited the Pain Management Centre. The host presented the organisation of work through lectures provided by the experts working at the Centre.</p> <p>The second training of teaching staff was held from 26 May until 29 May 2018 at the University of Rijeka at Faculty of medicine. Lectures were dedicated to definition of pain and basic mechanisms of pain occurrence, types of pain, receptors and pain signalling, methods of pain measurement, characteristics of pain during childbirth and their treatment. 15 teaching staff from the PCs HEIs was trained</p> <p>The training of teaching staff of PCs was held in Florence from 13 September until 17 September 2018 at the University of Florence in Department of Health sciences. This was the third meeting organized in a Programme Country of the HEPMP project. The main objective of this meeting was to introduce the highest academic and clinical offer that University of Florence has in terms of Pain Therapy. With 126 Degree courses organized in 10 Schools, with a population of about 51.000 enrolled students, the School of Medicine is the responsible for the training, assessment, practice and continuing professional development of</p>	<p>2. The University of Rijeka training:</p> <p>Participants list: http://hepmp.med.bg.ac.rs/wp-content/uploads/2018/06/Participants-List-Rijeka.pdf</p> <p>Reports: http://hepmp.med.bg.ac.rs/wp-content/uploads/2018/06/Management-Board-Rijeka-Meeting-Minutes.pdf</p> <p>3. The University of Florence training</p> <p>Participants lists: http://hepmp.med.bg.ac.rs/wp-content/uploads/2018/10/Florence-Participants-list.pdf</p> <p>Reports: are available at: http://hepmp.med.bg.ac.rs/wp-content/uploads/2018/10/Florence-meeting-report-form.pdf</p>
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					<p>specialist medical practitioners in the management of pain. It supports a multi-disciplinary approach to pain management, with the Pain Medicine Unit existing since 1970, as well as Postgraduate school in Anesthesiology, Intensive Care and Pain therapy. The Careggi Teaching Hospital cooperates together with the University of Florence, providing care for more than 3.500 outpatients with acute, chronic, and cancer pain problems. They have “Hub and Spoke” model where patients are treated with complex assistance. This model ensures the continuity of care of the patient from the hospital to their home, including the whole set of health care facilities and professionals dedicated to supply palliative care and pain control at all stages of the disease and for any type of patient. At this meeting it was trained 18 teaching staff from PCs.</p> <p>In order to ensure cost effectiveness, the project management boards meetings were held on the margins of the meetings.</p>	
2.2	Development of HEPMP contents and Teaching material	15 May 208	14 September 2018	RS, BH, ME, IT, HR, SI	<p>The development of the teaching material for study programmes are ongoing. To date a monograph that will be used as a teaching material at all partner HEIs has been developed and is available on the project website.</p> <p>It was published in cooperation with Serbian Academy of Sciences and Arts which increases its relevance and significance.</p> <p>It will be a crucial basis for the modernisation of study programmes at all partner HEIs. Should be noted that all programmes will undergo internal accreditation in order to ensure sustainability and exploitability of this project output.</p>	<p>Published teaching material</p> <p>Published project monograph</p>

					In addition to the modernisation of study programmes at the School of Medicine, the University of Belgrade existing program of subspecialisation of Pain Medicine has been modernized and aligned to the EFIC (European Federation of Pain) program. The new part of lectures of Pain medicine at undergraduate studies as part of Anesthesiology program has been introduced at the School of Medicine, the University of Belgrade through the Surgery course that is taught on the 5 th year of study.	
2.3	Preparation and submission for accreditation of study program	15 June 2018	14 August 2018	RS, BH, ME	The University of Belgrade is in the process of preparing material for the internal accreditation of the study programme that is scheduled for June 2019. The accreditation procedure is mandated to follow pre-set internal schedules.	Documentation for accreditation of the UB study programme
2.4	Enrollment of students at study program	15 October 2018	14 November 2018	RS, BH, ME,	5 th year students enrolled at the School of Medicine University of Belgrade were the part of pilot implementation of the modernised study programme as a quality measure for upcoming implementation of study programmes at other HEIs. Material is available on the project website: http://hepmp.med.bg.ac.rs/?p=2381 The main goal of the pilot programme is to ensure that the modernised courses will meet the highest quality standards and follow the principles of the student-centred learning.	Pilot programme students enrolled
2.5	Implementation of study programs	15 October 2018	14 October 2020	RS, BH, ME	In order to evaluate developed teaching material and lessons learned within WP 1 the new material have been pilot introduced to 5 th year medicine students at the University of Belgrade. Study material as well as satisfaction survey results are available on the project website.	Material is available on the project website: http://hepmp.med.bg.ac.rs/?p=2381

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Activities to be carried out to achieve this outcome (before the end of the project)

Activity N°	Activity Title	Start date	End date	Place	Description of the activity to be carried out	Specific and measurable indicators of progress
2.2	Development of HEPMP contents and Teaching material	15 May 2018	14 September 2018	RS, BH, ME, IT, HR, SI	The development of new study programmes took a bit more time than expected due to internal procedures at participating HEIs. New deadlines, agreed at the level of the consortium, will be met without jeopardising the project outputs. The partner HEIs will finalise the teaching material and integrate published Monograph into their curriculum in the second half of 2019. The book titled <i>Pain Medicine</i> will also be developed and published by the end of year and it will be used as a mandatory textbook at the postgraduate Pain Medicine studies.	Developed teaching materials
2.3	Preparation and submission for accreditation of study program	15 June 2018	14 August 2018	RS, BH, ME	A new module of lectures of Pain medicine at undergraduate studies as a part of Anaesthesiology program will be internally accredited in June 2019 at the University of Belgrade. The added value of the project will be the introduction of simulation centre as part of the curriculum that did not exist before the project. Following the successful internal accreditation, all students will have an opportunity to spend time at the simulation centre and gain practical experience during studies. Other HEIs will follow the same activity during the second half 2019.	Study programmes internally accredited.
2.4	Enrollment of students at study program	15 October 2018	14 November 2019	RS, BH, ME	Following the internal accreditation at least one generation of medical students and those attending subspecialisation course will be enrolled both study programmes during the project span.	Students enrolled at the accredited study programmes.

2.5	Implementation of study programs	15 October 2018	14 October 2020	RS, BH, ME	The enrolled students will complete study programmes during the project lifetime.	Study programmes implemented.
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Changes that have occurred in this result since the original proposal:

The project consortium took note on the delays that were mostly due to the fact that initial planning had to be changed due to internal regulations that had to be respected (internal accreditation deadlines). The project management board has adopted new deadlines for completing WP2 activities. The project outputs will not be threatened by these delays. The students will be enrolled and will complete the modernised courses within the project lifespan.

Please add as many tables as necessary

<u>Title and reference number of the work package (WP)</u>	WP3 Development of LLL courses and interventional pain medicine courses
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<u>Indicators of achievement and or/performance as indicated in the project proposal</u>	<p>5 interventional pain medicine trainings organised</p> <p>5 types of LLL courses received accreditation certificates for HCW from Serbia, Montenegro and Bosnia and Herzegovina</p> <p>20 teaching staff trained by M24</p> <p>4 course surveys by M36</p> <p>At least 200 professionals trained</p> <p>Course materials published on the project website</p>
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Activities carried out to date to achieve this result:

Activity N°	Activity Title	Start date	End date	Place	Description of the activity carried out	Specific and measurable indicators of achievement
3.1.	Development of learning material for HCW in PCs	15 October 2018	15 July 2019	RS, BH, ME, IT, HR, SI	<p>Materials for courses for health care workers for Primary health care centres in Serbia, Bosnia and Herzegovina and Montenegro have been developed and are available on the project website. It covers four main topics</p> <ol style="list-style-type: none"> 1. Acute and chronic pain: physiological basics, assessment and treatment 2. Cancer pain 3. Non-malignant pain 4. Neuropathic pain. <p>The materials for courses were developed by the partner country HEIs with the support of the programme partners. The learning material was needed for the accreditation of courses.</p>	The course material publicly available on the project website

3.2	National call and selection of trainees	15 November 2018	15 August 2019	RS, BH, ME,	An open call for trainees were published thus so far for a course organized in Belgrade. Participants were the primary health care doctors and nurses as well as other health care professionals. The calls were published on the project website and on the Health Council website . The trainers were selected from the trainer pool of experts who underwent the trainings within WP1.	A national call published Trainees selected for the course
3.3	Accreditation of LLL courses in PCs	15 November 2018	15 August 2019	RS, BH, ME,	The course for doctors and health workers was accredited by the Regional Medical Chamber decision of the Health Council no. 153-02-449 / 2019-01, filing number. A-1-700 / 19 for doctors and other health workers. The accreditations are published on the project website http://www.zdravstvenisavetsrbije.gov.rs/ as well as on the Health Council website The Faculty of Medicine the University of Kragujevac have accredited course titled Fundamentals of pathophysiology, evaluation and treatment of acute pain by the Regional Medical Chamber decision of the Health Council no. 153-02-449 / 2019-01, document number A-1-281 / 19 Both courses are worth 6 points and can be part of the mandatory professional development for healthcare workers. The accreditation ensures the sustainability and the exploitability of these project outputs.	Two LLL courses accredited.
3.4	Delivering of LLL courses of pain medicine in primary health care centers of PCs	15 February 2019	15 September 2019	RS, BH, ME	Two LLLL courses in pain medicine in primary healthcare centres were implemented to date: At the Primary Healthcare Centre in Indjija (Serbia) on 23 rd of March 2019 the course “Character of chronic pain and treatment” and accredited within the project	Over 200 trained professionals Two implemented LLL courses

					<p>was organised by the University of Belgrade project team.</p> <p>Over 150 trained professionals took part in this course.</p> <p>Both courses attended doctors, nurses and other healthcare professionals. In order to increase the projects impact and following the great interest of healthcare professionals the University of Belgrade and the University of Kragujevac will repeat these courses.</p>	
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Activities to be carried out to achieve this outcome (before the end of the project)

Activity N°	Activity Title	Start date	End date	Place	Description of the activity to be carried out	Specific and measurable indicators of progress
3.1.	Development of learning material for HCW in PCs	15 October 2018	15 July 2019	RS, BH, ME, IT, HR, SI	The Universities of Tuzla, the Universities of Banja Luka, and Montenegro Universities are in the process of preparing material for courses utilising the outputs of WP 1. The deadline set by the project application will be respected.	Materials for three LLL courses in Bosnia and Herzegovina and Montenegro
3.2	National call and selection of trainees	15 November 2018	15 August 2019	RS, BH, ME,	National calls in Bosnia and Herzegovina and Montenegro will be published following the development of learning materials. The deadline set by the project application will be respected. Future LLL courses organised by the University of Belgrade will also be preceded by open calls. The University of Kragujevac will implement an LLL course by June 2019.	National calls published for each LLL course
3.3	Accreditation of LLL courses in PCs	15 November 2018	15 August 2019	RS, BH, ME,	The accreditation of courses will follow the development of learning material at partner country HEIs in Montenegro and Bosnia and Herzegovina.	Three LLL courses accredited in Bosnia and Herzegovina and Montenegro

3.4	Delivering of LLL courses of pain medicine in primary health care centers of PCs	15 February 2019	15 September 2019	RS, BH, ME	The total of 5 types of courses will be held at 5 partner country HEIs by the end of the project span. The courses will be repeated as many times as possible. The trainees will have the opportunity to learn contemporary pain medicine approaches and treatment possibilities.	At least 5 types of courses organised at partner HEIs. At least 200 professionals trained
3.5	Delivering of interventional pain trainings in PCs	October 2020	15 November 2020	RS, BH, ME,	Course material in interventional pain management for specialist who already have certain level of the pain management knowledge and will be developed by the programme country HEIs. The first specialized course in interventional pain management will be organised by the University of Rijeka in Belgrade. The main goal is to ensure that the cutting-edge knowledge and techniques are transferred to medical professionals in partner countries. Trainings will be organised at medical centres insuring the hands-on approach, or in another words, the opportunity to implementation the theoretical knowledge on spot.	

Changes that have occurred in this result since the original proposal:

none

Please add as many tables as necessary

<u>Title and reference number of the work package (WP)</u>	WP4 Establishment of Academic network
<u>Indicators of achievement and or/performance as indicated in the project proposal</u>	<p>Software for regional academic network installed</p> <p>Medical professionals registered on the network</p> <p>HEPMP forum developed</p> <p>HEPMP forum topics identified</p> <p>Medical professionals registers on the HEPMP forum</p> <p>Purchased and implemented case studies software</p> <p>Developed case studies</p>

Activities carried out to date to achieve this result:

Activity N°	Activity Title	Start date	End date	Place	Description of the activity carried out	Specific and measurable indicators of achievement
4.1.	Establishment of regional academic network	15 October 2018	14 November 2018	RS, BH, ME, IT, HR, SI	<p>The regional academic network is envisaged to be a professional body that will work on increasing the effectiveness and efficiency of the pain medicine in partner countries by exchanging the knowledge and up-to-date information on pain medicine. To that end, an online platform is to be developed aiming at connecting pain medicine professionals.</p> <p>The regional academic network will be essential for facilitating direct communication between the experts and providing easy access to relevant information and professional assistance.</p> <p>A public procurement through a joint tendering procedure was organised by the University of Belgrade in order to purchase the software solution on which the</p>	The regional academic network established Software purchased through tendering procedure

					regional academic network will be based. Tendering procedure was completed in January 2019. According to the tendering agreement elected company has 6 months to develop a software and additional one year to follow the implementation of it and make necessary adjustments. The tendering documentation is available on the University of Belgrade website .	
4.2	Establishment of PAINWB platform	15 October 2018	14 October 2019	RS, BH, ME, IT, HR, SI	The + HEPMP PAIN Web forum was created as a place for doctors from 6 university centres as well as their colleagues in all three countries can exchange knowledge in the field of pain medicine. Programme country HEIs are also to take part in discussions as well as their colleagues not directly involved in the project but relevant in the field of pain medicine.	Instalment of the HEPMP web forum HEPMP forum topics identified Medical professionals registers on the HEPMP forum
4.3	Continous selection of case studies for students and HCWs education	15 March 2019	14 October 2020	RS, BH, ME, IT, HR, SI	A public procurement through a joint tendering procedure was organised by the University of Belgrade for software solution that will be used for the collection and the interpretation of case studies. Tendering procedure was completed in January 2019. According to the tendering agreement elected company has 6 months to develop a software and additional one year to implement it.	Developed case studies Purchased software for HCW education

Activities to be carried out to achieve this outcome (before the end of the project)

Activity N°	Activity Title	Start date	End date	Place	Description of the activity to be carried out	Specific and measurable indicators of progress
4.1.	Establishment of regional academic network	15 January 2018	15 November 2018	RS, BH, ME, IT, HR, SI	The software will be finalised and implemented in the upcoming period. Following its development, the project partners will work on identifying and connecting the pain medicine professionals within the academic network and promoting it among relevant stakeholders.	Software solution implemented Medical professionals registered on the network

4.2	Establishment of PAINWB platform	15 October 2018	14 October 2019	RS, BH, ME, IT, HR, SI	The HEPMP PAINWB forum will be continuously updated by the project partners and promoted among relevant stakeholders, mainly healthcare professionals.	Updated PINWB forum The number of registered participants
4.3	Continuous selection of case studies for students and HCWs education	15 March 2019	14 October 2020	RS, BH, ME, IT, HR, SI	The project partners will work on developing the material for case studies in the upcoming period. The case studies will be essential for students and pain medicine professionals as a contemporary teaching method. The material will be integrated within the purchased software.	Material for case studies developed The case studies software solution implemented Case studies used as teaching material among students and professionals
4.4	Analysis of systematic standards and procedures in the area of PM	15 August 2020	14 September 2020	RS, BH, ME, IT, HR, SI	Based on the WP1, WP2 and WP3 outputs as well as with support of the regional academic network a set of standards and procedures in the field of PM will be developed by the project partners. They will be a basis for future development within the field of pain medicine as they will support the standardisation of procedures.	The set of standards and procedures in the field of PM and published on HEPMP website

Changes that have occurred in this result since the original proposal:

none

Please add as many tables as necessary

<u>Title and reference number of the work package (WP)</u>	WP5 (Dissemination)
<u>Indicators of achievement and or/performance as indicated in the project proposal</u>	200 conference participants 4 flyers published by M24 20 newsletters prepared by M36 Dissemination strategy developed Dissemination events published on the project website

Activities carried out to date to achieve this result:

Activity N°	Activity Title	Start date	End date	Place	Description of the activity carried out	Specific and measurable indicators of achievement
5.1.	Preparing project dissemination strategy	15 October 2017	March 2019	RS, BH, ME, IT, HR	The dissemination strategy has been created based on the partner country HEIs input. It is available on the project website. It describes activities that will be conducted by the project partners by during the project lifetime. It also contains measurable indicators that will enable high quality monitoring and evaluation of dissemination activities in the real time. The final version was distributed to the project partners by the project coordinator.	A dissemination strategy available on the project website. http://hepmp.med.bg.ac.rs/?page_id=2323
5.2	Creation of Web site of HEPMP	15 October 2017	15 December 2017	RS, BH, ME, IT, HR	The official website of HEPMP project has been created on October 2017. The project website has been updated on regular bases. It is designed to provide: 1. The overview of the project: brief project description, welcome address work packages,	<ul style="list-style-type: none"> • Updated project website. • Project documents published • Stakeholders reached • The number of unique visits to the project website

					<p>objectives and project partners and project bodies</p> <p>2. The overview of project activities linked with the project outputs</p> <p>3. The list of project events and documents</p> <p>The main idea of the website is to be informative to all stakeholders but also sensitive to their different interest. To that end the project website provides general information customised for a wide audience and information suited for professionals working in the field of pain medicine.</p>	
5.3	Promotion of HEPMP project Events	15 October 2017	14 October 2020	RS, BH, ME, IT, HR	<p>To date three types of the HEPMP project events have been organised: internal project meetings, external training events, and dissemination events. All events of the HEPMP project have been published on the HEPMP website.</p> <p><u>Internal project events:</u></p> <p>1. Kick-off meeting organised by the project coordinator at the University of Belgrade on the 1st and 2nd of December 2017</p> <p>2. The project meeting at the University of Ljubljana on March 15th, 2018.</p> <p>3. Training of existing teaching staff from Partner Countries at Programme Countries at the University of Rijeka 26-29 May 2018</p> <p>4. The project meeting at the University of Firenze 13-17 September 2018</p> <p>The project material following the meeting is available on the project website</p>	<ul style="list-style-type: none"> • Four internal project events organised • Internal project meetings material published on the project website • Two external LLL courses implemented <p>The organisation and participation in the dissemination events.</p>

					<p>External training events</p> <p>The organisation of LLL courses described in more detail within WP3. The promotion of courses was conducted over the project website and via partner HEIs websites.</p> <p>1. A course held at the primary health care centre Milorad Mika Pantic in Indjija (RS): “Chronic pain, importance and treatment, part I”. More than one hundred health care professionals took part at this course.</p> <p>2. A course „Basics of pathophysiology, evaluation and treatment of acute pain” organised on the 1. April 2019 at the Primary health care centre Kragujevac</p> <p><u>Dissemination events:</u></p> <p>1. The dissemination of the project results at the CEEA (Committee for European Education in Anaesthesiology) course organised in Serbia on 01.03-03.03.2018. The project coordinator Predrag Stevanovic presented the HEPMP project activities and objectives.</p> <p>2. The 14th BISOP Belgrade International Symposium on Pain 17-18 May 2018 in Belgrade The project objectives, activities and the opportunities for participation of different stakeholders were presented at the Symposium.</p>	
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					3. International Scientific Conference “Pain: Terrifying lord of life” at Serbian Academy and Science on 15 October 2018 in Belgrade. The promotion of the book Pain: Terrifying lord of life published under the same title has been organised during the conference. The conference as well as the book publishing have been organised in cooperation with the Serbian Academy of Sciences and Arts (SASA). The participation of the SASA speaks volumes about the importance of the HEPMP project and the topic of Pain Management and will significantly contribute to reaching the overall project objectives through the participation of the most prominent scientists and increased visibility of the HEPMP project.	
5.4	Developing institutional websites, newsletter, promotional material and media	15 October 2017	14 September 2019	RS, BH, ME, IT, HR	<p>Based on the instructions received by the EACEA project officer to reduce the costs for websites, the initial idea to develop institutional websites was abandoned in the favour of developing an official project website. The decision was made by the management board. Reallocation of funds</p> <p>All partner HEIs published information on the HEPMP on their institutional websites.</p> <p>Promotional material has been developed at the beginning of the project and published on the project website. It includes the project business card, leaflet, Flyer, Roll-ups</p>	<p>Developed leaflets</p> <p>Two roll-ups</p> <p>Newsletters</p> <p>Dedicated space on the partner country HEIs websites on the project</p>
5.5	Dissemination of institutional websites, newsletter,	15 October 2017	May 2020	RS, BH, ME, IT, HR	<p>Media participation has been intensive since the project's beginning.</p>	<p>Published articles in the newspapers</p> <p>The participation on TV shows</p>

	promotional material and media				<p>The project coordinator was a guest at the National Television, Radio Television of Serbia and spoke about the importance of the Pain Management and the objectives of the HEPMP project. He also gave an interview on initiating the simulation centre at the University of Belgrade to the BETA Agency</p> <p>One of the main newspapers in Serbia <i>Novosti</i> published an interview with the project coordinator Predrag Stevanovic on January 5th, 2019. The interview is also available on the HEPMP project website.</p> <p>All partner HEIs published an information about the project on their institutional websites. The project promotional material has been distributed at all project internal and external events.</p>	Regular update of the partner country HEIs websites.
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Activities to be carried out to achieve this outcome (before the end of the project)

Activity N°	Activity Title	Start date	End date	Place	Description of the activity to be carried out	Specific and measurable indicators of progress
5.2	Creation of Web site of HEPMP	15 October 2017	14 October 220	RS, BH, ME, IT, HR	The project website will be continuously updated throughout project span.	Updated project website. Project documents published Stakeholders reached
5.5	Dissemination of institutional websites, newsletter, promotional material and media	15 October 2017	May 2020	RS, BH, ME, IT, HR	<p>All project partners will continue to work on publishing information on the project website, participate in different media events and by the end of the project implementation period in line with the dissemination and exploitation plan.</p> <p>All courses program, participant list and report from courses will be published on HEPMP website. Also, the</p>	Event participation by the project partners The number of published articles

					accreditation number will be published on National Medical Chamber website	
5.6	Signing cooperation between HEIs and relevant stakeholders	June 2020	July 2020	RS, BH, ME, IT, HR	In order to ensure the sustainability of the project outputs the project partners will work on identifying relevant stakeholders pertinent to sustaining and further developing the main project outputs. The Memorandums of understanding will be signed with those stakeholders outlining the future cooperation arrangements by the end of the project span.	The number of the Memorandums of Understanding signed between the project partners and relevant stakeholders.

Changes that have occurred in this result since the original proposal:

Based on the instructions received by the EACEA project officer to reduce the costs for websites, the initial idea to develop institutional websites was abandoned in the favour of developing an official project website. The decision was made by the management board. Reallocation of funds
All partner HEIs published information on the HEPMP on their institutional websites.

Please add as many tables as necessary

<u>Title and reference number of the work package (WP)</u>	WP6 (Quality control)
<u>Indicators of achievement and or/performance as indicated in the project proposal</u>	<ul style="list-style-type: none"> - Establishment of the quality board - Quality board meeting minutes - Student satisfaction survey results - Event satisfaction survey results - External evaluation report

Activities carried out to date to achieve this result:

Activity N°	Activity Title	Start date	End date	Place	Description of the activity carried out	Specific and measurable indicators of achievement
6.1.	Establishment of quality control board	15 Oct 2019	14 June 2018	RS, BH, ME, IT, HR	The quality control board have been elected by the project management board during the kick off meeting. The following members have been elected: Jelena Santric, Administrative Director of the Faculty of Medicine, the University of Belgrade and Doctor of Legal Sciences; Prof. Dr Vesna Plesinac Karapandzic from the Faculty of Medicine, University of Belgrade; and Prof. Dr. Dragica Pavlovic Babic from the Faculty of Psychology University of Belgrade. Members have been selected based on their experience and expertise to monitor and evaluate the project activities and to report to the management board.	The quality control board nomination decision adopted by the project management board
6.2	Development of control plan for quality assurance in teaching process	15 October 2017	14 November 2017	RS, BH, ME, IT, HR	The HEPMP quality assurance and control manual has been developed and published on the project website. It is set to define quality standards of the HEPMP project (the quality of the project implementation, outputs and management), internal and external quality control measures.	The quality control manual developed and published on the project website

					<p>The following annexes have been developed as the main QA tools:</p> <p>Annex 1 - Satisfaction with teaching and organization questionnaire (treba ga razviti)</p> <p>Annex 2 - Questionnaire on PAINWEB platform functionality</p> <p>Annex 3.1 – Word document template</p> <p>Annex 3.2 – PowerPoint document template</p> <p>Annex 4 – Attendance list template</p> <p>Annex 5 - Event report form</p> <p>Annex 6 - Event evaluation list</p> <p>Annex 7 - Self-evaluation list for trainings</p> <p>Annex 8 - Self-evaluation report form for</p> <p>Annex 9 - Self-evaluation report form for</p> <p>Annex 10 - Quantitative /Qualitative Monitoring Questionnaire</p> <p>Annex 13 - Work progress report template</p> <p>Annexes are available on the project website. They are being continuously used by all project partners. It has been adopted by the project management board.</p>	
6.3	Regular Quality board meetings	15 December 2017	14 September 2019	RS, BH, ME, IT, HR	<p>To date four quality board meetings have been held. The first meeting was organised at the kick-off meeting, while the other three were organised via Skype. The product of these meetings is developed Quality Assurance Manual.</p>	<p>Quality board meeting minutes published on the project website.</p> <p>Quality Assurance Manual.</p>
6.4	Evaluation of student and participant satisfaction	October 2019	November 2019	RS, BH, ME, IT, HR	<p>The evaluation of student satisfaction with new study programs and new lectures in the field of pain medicine at the Medical Faculty of the University of Belgrade was implemented following pilot implementation of the modernised study programme as a quality measure for upcoming implementation of study programmes at other HEIs.</p>	<p>Report on the student satisfaction survey results</p> <p>Event satisfaction survey reports</p>

					Satisfaction surveys have been implemented following all project meetings.	
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Activities to be carried out to achieve this outcome (before the end of the project)

Activity N°	Activity Title	Start date	End date	Place	Description of the activity to be carried out	Specific and measurable indicators of progress
6.3	Regular Quality board meetings	15 December 2017	14 September 2019	RS, BH, ME, IT, HR	The Quality Board will continue to monitor and evaluate project activities and report to the management board. The quality board meetings will be held on the margins of the upcoming project meetings.	Quality board meetings Meetings reports
6.4	Evaluation of student and participant satisfaction	October 2019	November 2019	RS, BH, ME, IT, HR	Implemented study programmes will be evaluated by the participants. All students will have an opportunity to complete the satisfaction survey. Results of which will be used for increasing the quality of study programmes. All upcoming project meetings will be evaluated by the participants and reports published on the project website.	Study programme evaluations by students Meeting satisfaction evaluations conducted by the project partners.
6.5	Monitoring visits by external evaluators	October 2019	October 2020	RS, BH, ME, IT, HR	An external evaluator will be chosen in order to ensure that the project activities are being implemented in an efficient and effective manner. He/she will be elected following an open call. The main task of the evaluator will be to evaluate implemented activities and to develop a report with evaluation results and the recommendations for consortium. The evaluator will also take note of the NEO monitoring visits recommendations and the progress report follow-up.	An external expert report

Changes that have occurred in this result since the original proposal:

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Please add as many tables as necessary

<u>Title and reference number of the work package (WP)</u>	WP7 (Management)
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<u>Indicators of achievement and or/performance as indicated in the project proposal</u>	<p>Kick off meeting organised</p> <p>The progress report submitted in a timely manner</p> <p>The final report submitted in a timely manner</p> <p>The project management structure established at the beginning of the project</p> <p>The project management guide developed and published</p>
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Activities carried out to date to achieve this result:

Activity N°	Activity Title	Start date	End date	Place	Description of the activity carried out	Specific and measurable indicators of achievement
7.1.	Establishment of management board	15 October 2017	14 November 2017	RS, BH, ME, IT, HR	<p>The management board of the HEPMP project was established during the kick-off meeting. It consists of 9 members representing each project partner. The management Board is tasked to coordinate activities of the HEPMP and to ensure that the targets are achieved.</p> <p>The project management board is chaired by the project coordinator. Decisions are made by all members in democratic manner.</p> <p>The project management structure was established and officially adopted at the kick -off meeting. It involves:</p> <ul style="list-style-type: none"> - Legal representative of coordinating institution, - Project Coordinator, - Project Management Board, 	<p>Management board established at the kick off meeting</p> <p>Meeting minutes available on the project website</p>

					<ul style="list-style-type: none"> - Quality Control Board, - Partner Country Coordinator, - Partner Country Team, - Programme Country Coordinator, - Programme Country Team, - Task Leaders 	
7.2	Creation of project management guide	15 November 2017	14 December 2017	RS, BH, ME, IT, HR	<p>The project management guide has been created and published on the project website. It describes:</p> <ol style="list-style-type: none"> 1. The project management structure 2. Communication channels 3. Conflict resolution mechanisms 4. Publicity obligations 5. Management of the HEPMP activities 6. Contractual management of the HEPMP project 7. HEPMP project reporting (types and timing) 8. Financial guidelines including funding rules and reporting obligations. <p>It is a comprehensive document available to all partners developed for the purpose of insuring the timeliness and quality of the project results.</p> <p>The regular financial and content reporting from the partners to the project coordinator is being conducted based on these guidelines.</p>	The project management guide developed and published on the project website.
7.3	Kick off meeting	15 October 2017	14 December 2017	RS, BH, ME, IT, HR	<p>The first kick-off meeting of the project Strengthening Capacities for Higher Education of Pain Medicine in Western Balkan Countries (HEPMP) was organised in Belgrade on 8-9 December 2017 at the Faculty of Medicine of the University of Belgrade.</p> <p>The meeting was devoted to (1) presenting the project partners (2) elaborating upcoming project activities (3)</p>	The project kick-off organised at the beginning of the project implementation period.

					<p>the establishment of the management board (4) the establishment of the quality assurance board.</p> <p>The project management structure as well as communication channels were adopted during the kick-off meeting. The following management structure have been adopted:</p> <ol style="list-style-type: none"> 1. Project Management Board (PMB) - For the purposes of the implementation of Grant Agreement, all partners in the project must form the Project Management Board (PMB). The PMB is decision-making body consisting of one representative from each partner institution. 2. Quality Control Board (QCB) 3. Project Coordinator 4. Partner Country Coordinator <p>Task Leaders</p> <p>The kick-off meeting was utilised to establish friendly and effective relations between partners and to ensure that the ownership of the project results is within each and every project partner.</p>	
7.4	Regular management board meetings	15 January 2017	14 October 2020	RS, BH, ME, IT, HR	<p>Four management board meetings were organised to date. The board members elaborate the project implementation and made important decisions regarding the project activities.</p> <p>Meetings were organised on the margins of the project meetings at the University of Rijeka, the University of Ljubljana and the University of Florence.</p> <p>To date four meetings have been organised:</p> <p>First PMB meeting (at the time of Kick-off meeting) 1-2December 2017 UB</p> <p>Second PMB meeting 15-16 March 2018 UL</p> <p>Third PMB meeting 28 May 2018 UR</p> <p>Fourth PMB meeting September 2018 UF</p>	Four meeting minutes developed and published on the project website.

					<p>The board members elaborate the project implementation and made important decisions regarding the project activities.</p> <p>Meetings were organised on the margins of the project meetings at the University of Rijeka, the University of Ljubljana and the University of Florence.</p> <p>All project partners have signed the partnership agreements in a timely manner.</p> <p>All project partners have signed the partnership agreements in a timely manner.</p>	
7.5	Making a regular reports and final report	15 October 2017	14 October 2020	RS, BH, ME, IT, HR	<p>The project partners worked on the development of the progress reports. The project coordinator worked on collecting the project partners input and was in charge of summarising and delivering the progress report in a timely manner.</p>	The progress report submitted to the donor in a timely manner

Activities to be carried out to achieve this outcome (before the end of the project)

Activity N°	Activity Title	Start date	End date	Place	Description of the activity to be carried out	Specific and measurable indicators of progress
7.4	Regular management board meetings	15 January 2017	14 October 2020	RS, BH, ME, IT, HR	<p>The total of ten meetings are envisaged by the project application.</p> <p>The future management board meetings will be held at the Faculty of Medicine in Podgorica, Banja Luka, Kragujevac and Tuzla. Furthermore, the final meeting will be held at the University of Belgrade School of Medicine.</p>	Four meeting minutes developed and published on the project website.
7.5	Making a regular reports and final report	15 October 2017	14 October 2020	RS, BH, ME, IT, HR	<p>The final report will be based on the implemented activities and submitted by the project coordinator. Other project partners will contribute to the development of the final report.</p>	The final report submitted to the donor in a timely manner

Changes that have occurred in this result since the original proposal:

none

Please add as many tables as necessary

