

EVENT REPORT FORM

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

Event	Management Board Meeting September 2019
Type of event	WP7 Management 7.4. Regular management board meeting
Venue	University of Belgrade, Medical faculty
Date	September 27 - 28, 2019
Organizer	Faculty of Medicine University of Belgrade
Reporting date	October 20, 2019
Report author(s)	Prof. dr Predrag Stevanovic, Sanja Ivankovic

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

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EVENT DESCRIPTION

with special reference to goals and outcomes

Number of participants at the event	17
Participants (organisations)	UB, UK, UR,UBL,UT,UL,UP,UChC, Ivana Živadinović i Niklas Nannskog i
Event description:	
<p>The HEPMP Management Board Meeting took the place in Belgrade, 27 September 2019 to 28 September 2019 at the Faculty of Medicine, University of Belgrade.</p> <p>The main goals of the meeting were:</p> <ul style="list-style-type: none"> • To present upcoming activities by all project partners and adopt the timeline of activities so that we know what needs to be done by the end of the project (more details provided in the Agenda) • To go through the HEPMP Progress report that was submitted by the University of Belgrade to the EACEA and to analyze the EACEA feedback letter (expected to arrive by then). • To present the project finances and open discussion on the second installment that is to be requested from the EACEA and the fund absorption by the project partners • Receive an expert input on how to implement successful financial management of funds in the CBHE projects that will be provided by the external expert from the University of Malmö • To present the results of the quality evaluation that is being conducted by the independent external expert and open discussion on the project's strengths and weaknesses. <p>The meeting started at Friday, by welcoming speech of the host institution the University of Belgrade and the project coordinator Prof. Dr. Predrag Stevanovic. Professor Stevanovic noted the presence of all representatives of the program and partner countries, except than University in Florence and announced the Agenda of the meeting. Unanimously approved the minutes of the last management meeting in Florence, a coordinator reminded of the decisions adopted the same meeting, and present colleagues Belgrade Management Board Meeting goals.</p> <p>After Project Coordinator, project progress was presented by every delegate from partner and programme countries. Every presentation was following work that was done through work packages and chronology of the events. Presenters were: Prof. Dr. Jasna Jevđić for Medical Faculty University of Kragujevac, Prof. Dr. Jasmina Smajic for Medical Faculty University of Tuzla, Prof. Dr. Darko Golic for</p>	

Medical Faculty University of Banja Luka, Prof. Dr. Danko Zivkovic for University of Montenegro, Prof. Dr. Maja Šoštarič for University of Ljubljana, Prof. Dr. Željko Župan for the University of Rijeka and Sanja Ivankovic for University Hospital Centar "Dr Dragisa Misovic - Dedinje" (more details provided in the Meeting minutes).

Prof. P. Stevanovic highlighted key events that were done, and pointed that future activities have to be scheduled at this meeting.

After the presentation of project progress by program and partner representatives, Secretary of the Medical Faculty University of Belgrade, Jelena Šantrić, announced the launch of the newly opened Simulation center, as a direct, and one of the most important outputs of the project.

When spoke about future activities and obligations to the EACEA, Prof. Dr. Predrag Stevanovic suggested delegate for the next EACEA cluster meeting – Prof. dr Danko Životić, which was by unanimous decision of the members of the Board, accepted.

As an important note, from the last report EACEA, Prof. Stevanovic said insufficient usage of HEPMP forums on the site and invited all those present to actively participate in its work by initiating debates or giving answers to questions.

Taking into account, project obligation (and part of the budget allocated to it) announced the formation of academic networks through the development of digital application - Academic Pain Management Network Application. Goran Kolarević (designer) presented the draft version of the web, desktop and mobile application, which will allow the creation of academic network in the field of pain medicine. Within the application, experts who deal with pain medicine will be able to consult each other regarding the specific clinical condition, ask for an opinion or consult colleagues or peer-review th patient. The application provides a wide range of possibilities, does not require a large number of mandatory fields and provides breadth in terms of adjustment needs in clinical practice. Application designers and Prof. Stevanovic urged attendees to test applications to 15.12.2019. and give their suggestions for changes within the Viber Group that will, on this occasion, be formed.

The Meeting continued next day, at Saturday morning by project Coordinator Prof. Stevanovic recalling the objectives of the project and the EACEA interpretation project progress report. Also, he was reviewing purchase of equipment and pointed that equipment should be installed as soon as possible and used by the students. Prof. Stevanovic asked the other participants from the partner countries submit a detailed report, contain information regarding the changes of curriculum, programs, curricula and modules in undergraduate and postgraduate studies, the number of students who have this advanced module attended and developed educational materials (textbooks, lecture notes, leaflets, manuals, etc.) He delegated dr Sandra Radenkovic for the changes that need to be done in the indicators for quality control and pointed that all partners should intensify the dissemination activities.

The meeting continued with financial and quality reporting. First presenter

was Slavica Petricevic (MFUB) and she recalled the necessity of adequate creating and timely submission of documents (more details provided in the Meeting minutes). After Mrs Petricevic, management board met Ivana Živadinović, external evaluator of the HEPMP and Nikolas Nansskog, an expert of the European Union for Higher Education. They had joint task: to external evaluate financial and quality aspect of the HEPM, so they brought their own suggestions and findings as described in meeting minutes.

Board Meeting in Belgrade, finished as all members have agreed on the terms for the implementation of future activities - LLL courses, courses of intervention procedures in pain therapy and courses Service for acute pain. Schedule of future activities find attached.

Attachments

Agenda (pdf)	HEPMP_project_meeting_september_2019.pdf
Attendance sheet (pdf)	The FIFT MB board meeting participant list September 2019 UB.pdf
Photos (jpg)	
News form (pdf)	
Deliverable (pdf)	
Presentations (pdf)	The-HEPMP-progress-report-UBG.pdf HEPMP-Progress-report-UniKG.pdf The-HEPMP-progress-report-Montenegro.pdf The-HEPMP-progress-report-Tuzla.pdf The-HEPMP-progress-report-Dragisa.pdf The-HEPMP-progress-report-Ljubljana.pdf The-HEPMP-progress-report-Rijeka.pdf The-HEPMP-progress-report-Rijeka-2.pdf External-Evaluation-Report-finances.pdf External-Evaluation-Report.pdf Simulation-Centar-at-Faculty-of-Medicine-University-of-Belgrade.pdf
Other personal remarks	

Organisation details

Invitation sent to	Coordinators of program and partner institutions
Date of event material release	September 27th, 2019
Date of participants list's finalisation	September 28th, 2019
Date of agenda finalisation	September 12th, 2019
Number of participants (according to the participants list)	17
Comments	

Problems encountered during the event preparation phase

There was no any problems during the event preparation phase.

Strengths and limitations of the event (please include comments received)

Strengths of the event and contributions or activities by participants	<p>Main strenghts are:</p> <ul style="list-style-type: none"> - Every participant presented project progress so there was opportunity for all, to compare realised and non-realised activities - Problems that were presented, as a barriers in realising activities, launched a debate, so the participants could exchange their experiences and bring some new ideas for solutions - Participation of external experts opened a new dicussions and suggestions for improving quality of HEPMP - After presenting the Academic Pain Management Network Application, participations had opportunity to raise concerns and issues related to different legislation in the area of patient appointment procedures and questions in the field of personal data protection
Suggestions for the improvement	- obligation to report if somebody is

	unable to attend the meeting or send a delegate - in the implementation of future projects, establish mandatory administrative assistance
Any further comments	

Location, date

Belgrade, Oct 20th, 2019

Signature
