European Forum for Primary Care

Annual plan for 2011
Introduction

After its inception in 2005 and start of activities in 2006, the European Forum for Primary Care has raised interest and expectations: the membership expands rapidly, its reputation increases and it has a number of concrete tasks and expected results ahead.

The vision and objectives of the Forum have been firmly established over the previous years and appeal to many policymakers, practitioners and researchers in Europe:

Mission

the Forum intends to improve equity in health care and the health of the population of Europe by strengthening Primary Care. In several countries of Europe Primary Care is well developed, in others there is a growing development. We all can learn from each other and create and seize the opportunities there are to make sure that all countries enjoy the benefits of Primary Care.

For more details see the website of the Forum.

Next to clear objectives, a growing organization needs to develop structure and functioning. This is the fourth Annual Plan of the Forum that is submitted to the Executive Committee for consideration and approval.

Building on the experience and results of the previous years, the evaluation results of 2010 (see annex I) and based on the Strategic Policy Plan that was developed two years ago, a wide range of activities has been planned for 2011.
Organization

Executive Committee
The Executive Committee (EC) (see annex II for the current list of Executive Committee members) of the EFPC determines the strategy and the annual plans and approves the annual report¹. Therefore, the EC meets 4 to 5 times per year of which at least one meeting is face-to-face. The relationship between EC and the secretariat is described in the internal rules of the organization.

New Executive Committee members from regions of Europe or professional groups not yet covered might be sought in 2011, so as to have a better multi-disciplinary representation of the Primary Care field in Europe. The maximum number of members will not exceed 12.

Annual Member Meeting (AMM)
The AMM is the annual occasion for a meeting of the membership of the Forum with the Executive Committee and the secretariat and takes place at the conference or symposium organised by the Forum in that particular year. The AMM is composed of registered members of the EFPC. It advises the Executive Committee on the general direction of the Forum, in terms of mission statement, strategic objectives and activities. The chairperson of the Executive Committee chairs the Annual Member Meeting.

Running the organization
From the 1st of January 2008 the European Forum for Primary Care and its secretariat has been under full financial responsibility of NIVEL on condition that the Forum remains within the management organization of NIVEL. The EFPC will not become an independent entity until the moment that it is clear that the Forum is self-sustainable through the income from membership fees and additional funds (excluding the Dutch MoH temporary funds).

From the 1st of July 2010 the EFPC secretariat has moved partly from the NIVEL premises to the Jan van Es Institute² premises. The Jan van Es Institute co-finances the EFPC, making an expansion of the human resources of the secretariat possible. At the end of 2010, the size of the EFPC secretariat comprises 3 part time functionaries: 0,8 FTE for a coordinator, 0,4 FTE for a junior staff on communication and 0,2 FTE for administrative support. These functions and functionaries continue in 2011. For each of these functionaries an individual plan for 2011 describes their activities and the time required, see annex III. If the financial situation allows this, the size and composition of the secretariat will evolve in 2011, depending on the scope and amount of activities of the Forum. The individual plans therefore might be subject to change during 2011, accordingly.

As yet, no other formal structures in the organization than Executive Committee, AMM and secretariat are foreseen.

¹ Formally, the EC advises the management of NIVEL on these issues. The reason is that NIVEL is formally responsible for the MoH subsidy to the EFPC.
² The Jan van Es Institute - named after Prof. Dr Jan van Es, the first professor of general practice and strong supporter of cooperation in Primary Care – aims to strengthen the scientific basis for policy and organization of Primary Care. The institute will act as a national platform for knowledge transfer. It wants to bridge the gap between science and practice of multi-disciplinary collaboration in Primary Care.
Budget and funding
Activities and functioning of the Forum require a budget of €192,361 in 2011, see annex IV for details. Extra-budgetary projects can be undertaken, on condition that full funding is available.
Fundraising is a main task of the secretariat; time has been reserved for that. Fundraising addresses the needs for funds in 2011, for which potential donors will be approached, as well as the Forum’s own membership. Fundraising also concerns long term activities. For example, the fundraising activities include the production of a proposal for the EC health call for operating grants and/or conferences.

Networking and alliances
The Forum seeks to reinforce its position and impact by closely working together with organizations that are active in neighbouring domains: WHO Europe, WONCA Europe, EUPHA and others. The Forum will explore what added value it can carry to those organizations. During 2011, the Forum seeks to prepare bilateral collaboration agreements with for example EMA (European Midwives Association) and WENR (Workgroup of European Nurse Researchers), eventually to be concluded in 2011. In these agreements, the mutual relationship, its benefit for both partners and the areas of activities will be described.

Membership
The Forum is a membership organization. The members are the raison d’être and the beneficiaries of the Forum. Members contribute to and benefit from the information and activities of the Forum. They take part in the governance of the Forum through opinions and contributions to be sought through a yearly “Annual Members Meeting (AMM)” with an invitation to all members. This AMM will take place at the location where the EFPC gathers for their biennial conference or the smaller event organized in the year in between the biennial conferences. In 2011 this will be Graz, Austria on the 16th of September.

Membership criteria and (financial) conditions for membership have been established by the Executive Committee in 2006, see annex V

By the end of 2010, 130 organizations and 55 individuals have joined the Forum as members.

The target is 160 institutional memberships before the end of 2011. The Forum’s secretariat will actively approach potential members, by several means: publications, conference presentations and personal contacts. The expansion in the number of institutional members of the Forum remains a difficult matter, as it requires a lot of energy to convince individual representatives of those institutes/organizations to invest money, although it is a limited amount, in a network like the EFPC.
Activities

Definition of priorities and selection and programming of activities for 2010 are based on input from the Executive Committee, suggestions from members, opportunities that arise and requests that have been forwarded to the Forum. The EFPC is observing changes in morbidity and mortality pattern in Europe. Based on these indicators EFPC helps European citizens by making plans and strategies for organizational changes and professional adaptations to new situation in primary care setting. The added value of the activities is promotion of best practices present in primary health centres. Transfer of knowledge is important for better health care of Europeans. The EFPC is observing characteristics of patient safety as well. The scene is variable in the different European countries.

The overwhelming amount of topics and subjects from which the agenda of activities can be selected, asks for a rational planning process. This process has been installed in 2009, being effective for the planning of later years.

The activity plan is a compromise between the strong ambitions and limited financial means of the Forum. A large part of the financial resources required to execute the activities needs to be secured as yet. As a consequence, full implementation of the plan is contingent upon fundraising.

The activities of the Forum are grouped and structured around its four domains:

a. Patients / Citizens
The involvement of patient associations and citizens networks in setting the policy and research agenda by providing them the possibility for expressing their views on issues like quality assurance, navigation, transparency in care, etc. EFPC will use its own network and activities to provide them with the means to act in this direction. The European Parliament provides a platform to integrate patient/citizen views and primary care policy.

b. Policy development
In the end all initiatives developed by the Forum should lead to a maximum influence on policy development at European and National level. By bringing Policy Makers together with renowned research institutes, the healthcare consumers and the professionals active in Primary Care, the Forum will maximize its influence on the policy making in health systems throughout Europe.

c. Professionals
Professional associations but also professionals at the implementation level (e.g.: the workforce of Health Centers) will be asked to provide proof for best practices from out of their own day to day practice. A maximum effort will be given by the Forum to disseminate these experiences to all the stakeholders involved to get more diffusion of these best practices throughout Europe

d. Organization and technology
In order to get more influence on the development of ICT systems within Primary Care and between the different care levels, like Electronic Patient Files and domotica
used at household level, the Forum wants to focus on these issues by organizing
discussion sessions and conferences with themes related to these issues.
The organization of primary care varies from separately organized services to
integrated organizations and network organizations, depending on local and national
context and historical developments. The Forum supports integrated and network
forms of organization by providing professional groups and managers with
information on experiences and practices at an international level.

The general organisational aims of the EFPC are:

1. growth and (financial) sustainability of the organization
2. broadening membership of the Forum to other target groups than general
   practitioners and an equal distribution of members throughout Europe
3. balanced involvement of research, the health care field and national and international
   policy makers

In earlier documents of the EFPC, available on its website, the approach achieving these aims at
the different domains has been described. Because certain activities contribute to more than one
aim or domain, it is not possible to list them all precisely according to the aims and domains.
However, in the list below the activities are grouped according to their most important domain.

**Patients / Citizens**

- Position Paper on
  - Primary Care and care for elderly
  - Chronic Disease Management
    will incorporate patients and citizens views on what are favourable conditions in
    Health Care service delivery.
- A Policy Brief in close collaboration with the European Observatory on a relevant
  topic within the Primary Care domain; members will be involved in the choice of
  the topic
- The formation of a Working Group within the EFPC as an Alliance of
  National/Regional Community Oriented Primary Care services with two main
  objectives:
    - strengthen the lobby for Community Oriented Primary Care at regional,
      national and European level
    - stimulate the development of new national/regional associations of
      Community Oriented Primary Care services in Europe
    An intensive cooperation with the SEPSAC (Secrétariat des pratiques de santé
    communautaires) network will be explored to create a “pied a terre” in Brussels
- The EFPC website and newsflash provide patients and citizens with important
  new documents and other information
- In 2011 the EFPC is prepared to organize Site Based Learning programmes
  (Multi Country Study Visits) that will allow policy makers to enlarge their scope of
  knowledge of what is available at organizational level in Primary Care in Europe
• The Graz conference, September 2011, in close collaboration with the Network: Towards Unity for Health, on the topic “Integrating Public and Personal Health Care in a World on the Move: the European Primary Care perspective” will involve patients to provide their viewpoints and discuss those at an equal level.

• An active involvement of the EFPC at the 5th European Patients day, that will be celebrated on 11 and 12 April 2011 in Brussels

• Publication of articles on PC (sub-)themes

• Development of a new video about the EFPC with a focus on Integrated Primary Care

Professionals

• Position Papers on
  o Primary Care and interdisciplinary collaboration within Primary Care teams
  o Chronic Disease Management

will provide professionals with clear examples of how the organization of care at Primary Care level can differ within the European region and how changes can help to improve the quality of care for the population and its risk groups

• In 2011 the EFPC is prepared to organize Site Based Learning programmes (Multi Country Study Visits) that will allow policy makers to enlarge their scope of knowledge of what is available at organizational level in Primary Care in Europe

• A Policy Brief in close collaboration with the European Observatory on a relevant topic within the Primary Care domain; members will be involved in the choice of the topic

• The formation of a Working Group within the EFPC as an Alliance of National/Regional Community Oriented Primary Care services with two main objectives:
  o strengthen the lobby for Community Oriented Primary Care at regional, national and European level
  o stimulate the development of new national/regional associations of Community Oriented Primary Care services in Europe

An intensive cooperation with the SEPSAC (Secrétariat des pratiques de santé communautaires) network will be explored to create a “pied a terre” in Brussels

• The Graz conference, September 2011, in close collaboration with the Network: Towards Unity for Health, on the topic “Integrating Public and Personal Health Care in a World on the Move: the European Primary Care perspective” will allow professionals from the different professional groups to provide their viewpoints and discuss those at an equal level. It will balance the input from the research, policy and practice level.

• The EFPC website and newsflash provide professionals with important new documents and other information

• The EFPC involvement in different discussion networks on health workforce like the Health Professionals Global Network and the Dutch Human Resources for Health Alliance will assure a strong focus on Primary Care

• Providing practical information on Primary Care and on the EFPC itself during conferences and during health policy meetings are important tools for the Forum
to achieve its goals. Members of the Forum and the secretariat will seize these opportunities as much as they can. During the annual WONCA, EuroPharmForum, NHS Alliance and EUPHA conferences, amongst others, the EFPC and its work will be presented.

- Continuation of the organisation of the EFPC conference in Graz together with the Medical University of Graz and the start of the organisation of the 4th biennial EFPC conference in Sweden in 2012
- Publication of articles on PC (sub-)themes
- Development of a new video about the EFPC with a focus on Integrated Primary Care

**Technology & Organization**

- Position Paper on
  - Primary Care and interdisciplinary collaboration within Primary Care teams
  - Chronic Disease Management
  will provide technical innovations that influence the organization of care at Primary Care level
- A Policy Brief in close collaboration with the European Observatory on a relevant topic within the Primary Care domain; members will be involved in the choice of the topic
- The formation of a Working Group within the EFPC as an Alliance of National/Regional Community Oriented Primary Care services with two main objectives:
  - strengthen the lobby for Community Oriented Primary Care at regional, national and European level
  - stimulate the development of new national/regional associations of Community Oriented Primary Care services in Europe
  An intensive cooperation with the SEPSAC (Secrétariat des pratiques de santé communautaires) network will be explored to create a “pied a terre” in Brussels
- Review and evaluation of the existing production of EFPC Position Papers to improve the effectiveness of this key-activity of the EFPC; to be developed as a student assignment within university departments of members that offer vocational training programmes
- Involvement in European wide research projects like QUALICOPC (Quality and costs of primary care in Europe); the widest dissemination will be sought for the results of these projects
- The Graz conference, September 2011, in close collaboration with the Network: Towards Unity for Health, on the topic “Integrating Public and Personal Health Care in a World on the Move: the European Primary Care perspective” will allow EFPC members to get more information on how Primary Care is organised in the other regions of Europe.
- Through a new website application the EFPC provides its members the possibility to seek country specific information concerning Primary Care in Europe
- Publication of articles on PC (sub-)themes
Development of a new video about the EFPC with a focus on Integrated Primary Care

**Policy**

- **Position Papers on**
  - Primary Care and the care for elderly
  - Primary Care and interdisciplinary collaboration within Primary Care teams
  - Chronic Disease Management

  will provide policy makers with clear examples of best practices and other experiences in Europe and elsewhere that can support their ability to make sound decisions for future Health Care systems in their regions or countries. The EFPC will continue its affiliation with the international journal Quality in Primary Care to seek as much as possible attention among policy makers for its publications like the Position Papers.

- In 2011 the EFPC is prepared to organize Site Based Learning programmes (Multi Country Study Visits) that will allow policy makers to enlarge their scope of knowledge of what is available at organizational level in Primary Care in Europe.

- A Policy Brief in close collaboration with the European Observatory on a relevant topic within the Primary Care domain; members will be involved in the choice of the topic. As a follow up on this activity the EFPC will initiate a meeting in Almere to present the different Policy Briefs to a high level group of experts in the field of Primary Care with the involvement of the Dutch government and the city of Almere/Province of Flevoland.

- The formation of a Working Group within the EFPC as an Alliance of National/Regional Community Oriented Primary Care services with two main objectives:
  - strengthen the lobby for Community Oriented Primary Care at regional, national and European level
  - stimulate the development of new national/regional associations of Community Oriented Primary Care services in Europe

  An intensive cooperation with the SEPSAC (Secrétariat des pratiques de santé communautaires) network will be explored to create a “pied a terre” in Brussels.

- The Graz conference, September 2011, in close collaboration with the Network: Towards Unity for Health, on the topic “Integrating Public and Personal Health Care in a World on the Move: the European Primary Care perspective” will allow policy makers in Europe to discuss their experiences and views on Primary Care policy making with colleagues from other European countries and to get more information on how Primary Care is organised in the other regions of Europe.

- The feedback session in Brussels after the finalization of the Position Papers of 2011 will provide Belgian policy makers with more information on European developments in those fields.

- Development of a European Chronic Disease Management Matrix.

  In order to draw a clear picture of the actual situation of how in Europe Health Systems are dealing with chronic diseases, the European Forum for Primary Care.
wants to develop a "European Chronic Disease Management Matrix", in cooperation with NIHDI (Belgium).

The objectives of the matrix are:
- to create an overview of the actual state-of-the-art of Chronic Disease Management in European countries with special attention to the involvement of primary health care and the integration of Chronic Disease Management in primary health care-practice;
- to describe essential features of Chronic Disease Management and financing mechanisms in different European countries;
- to describe quality assurance processes in relation to Chronic Disease Management;
- to explore Chronic Disease Management strategies related to accessibility, equity, comprehensiveness, person-centeredness, quality

Providing practical information on Primary Care and on the Forum itself during conferences and during health policy meetings are important tools for the Forum to achieve its goals. Members of the Forum and the secretariat will seize these opportunities as much as they can. This year during the annual Bad Gastein Forum, EHMA and EUPHA, amongst others, the Forum and its work will be presented and strong Primary Care advocated.

Members’ consultation and communication to EU organizations.
The main activity is discussion among the members and the formulation of policy recommendations to the EU (Commission, Euro parliament, Council) on subjects that bear relevance to Primary Care. This activity is reactive in the sense that the agenda is established by EU developments. At the start of 2011 the EFPC will respond to the Public Consultation on the pilot European Innovation Partnership on Active and Healthy ageing.

The EFPC website and newsflash provide policy makers with important new documents and other information
Through a new website application the EFPC provides policy makers in particularly the possibility to seek country specific information concerning Primary Care in other parts of Europe

Publication of articles on PC (sub-)themes
Development of a new video about the EFPC with a focus on Integrated Primary Care

The following results can be expected for the main aims of the Forum:

**Growth and (financial) sustainability of the organization**
- At the end of 2011 the Forum has grown towards 160 institutional members with a subsequent increase of the income from membership fees
- Additional funds have been secured for the payment of the activities and secretariat of the Forum; at least 4 European national governments provide financial support to the Forum

**Broadening membership of the Forum to other target groups than general practitioners and an equal distribution of members throughout Europe**
At the end of 2011 key professional groups like nurses, pharmacists, midwives, social workers are represented in the Forum, preferably via the Executive Committee.

At the end of 2011 national or European patient organisations are involved in the work of EFPC.

At the end of 2011 a minimum of 90% of all countries belonging to the WHO European region have one or more members in the Forum.

**Balanced involvement of research, the health care field and national and international policy makers**

- Forum’s members viewpoints have been given to EU and national policy makers regarding current issues like global health and EU health workforce.
- A minimum of 2 Position Papers have been produced and published in QPC by the end of 2011 with the assistance of the three levels (Research, Practice & Policy) represented in the Forum.
Activities structured in 2011, indicating the input of ExCo members and secretariat:

<table>
<thead>
<tr>
<th>Month</th>
<th>Activity</th>
<th>Participants</th>
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<tbody>
<tr>
<td>January</td>
<td>□ 17 Preparatory visit Graz</td>
<td>Diederik</td>
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<tr>
<td></td>
<td>□ Finalization of the Position Papers on</td>
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<td></td>
<td>o PC and the care for the Elderly</td>
<td>Pim, Marianne, Carmen &amp; Diederik</td>
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<td></td>
<td>o Interdisciplinary Collaboration</td>
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<td></td>
<td>□ 26 Permanent working group DG Sanco</td>
<td>Danica &amp; Diederik</td>
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<tr>
<td>February</td>
<td>□ Start of the Pre-Position Paper on PC &amp; Roma</td>
<td>Pim, Carmen</td>
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<td></td>
<td>□ 9 Dutch International meeting at the NHG</td>
<td>Diederik &amp; Pim</td>
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<td></td>
<td>□ 26/27 Debrecen PC Research meeting</td>
<td>Giorgio</td>
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<tr>
<td>March</td>
<td>□ 10 Paris Workshop: A Primary Care Renewal</td>
<td>Marianne</td>
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<td></td>
<td>□ 18 Brussels, EFPC Working Group: COPC Alliance</td>
<td>Diederik &amp; Jan</td>
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<tr>
<td>April</td>
<td>□ 11/12 5th European Patients Day, Brussels</td>
<td>Pim</td>
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<td></td>
<td>□ 28/30 Istanbul 2nd International Meeting Of Hypertension &amp; Diabetes In Primary Care</td>
<td>Jan &amp; Pim</td>
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<tr>
<td>May</td>
<td>□ 2-4 Study Visit Tampere School of Public Health</td>
<td>Diederik &amp; Peter</td>
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<td></td>
<td>□ 11-13 Murcia, Spain National Conference of the Federation of Community and Primary Care Nursing Associations</td>
<td>Carmen</td>
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<td></td>
<td>□ 12-15 May Sinaia, Romania Second European Rural Health Forum</td>
<td>Pim</td>
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<tr>
<td></td>
<td>□ To be confirmed: feedback session in Brussels at the NIHDI institute for the Position Papers</td>
<td>Pim, Marianne &amp; Niro</td>
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<tr>
<td>June</td>
<td>□ 9/10 Toronto CACHCA annual conference</td>
<td>Jan</td>
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<td></td>
<td>□ 10 Paris Workshop: A Primary Care Renewal</td>
<td>Marianne</td>
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<td></td>
<td>□ Finalization European Chronic Disease Management Matrix</td>
<td>Peter, Jan &amp; Diederik</td>
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<td></td>
<td>□ 22-24 Porto EHMA conference with Primary Care workshop</td>
<td>Pim &amp; Diederik</td>
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<td></td>
<td>□ End of June High level meeting Almere</td>
<td>All ExCo members</td>
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<td>July</td>
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<td>August</td>
<td>□ Ghent EQUIP meeting</td>
<td>Jan</td>
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<td>September</td>
<td>□ 8-11 WONCA Europe in Warsaw</td>
<td>Giorgio, Danica &amp; Marianne</td>
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<td></td>
<td>□ 16 EFPC conference in Graz including second Annual Member Meeting</td>
<td>All</td>
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<td>□ 16 Scientific Cie meeting Gothenburg 2012</td>
<td>Mona-Lisa &amp; Diederik</td>
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<tr>
<td>October</td>
<td>□ 4-8 Bad Gastein Health Forum</td>
<td>Diederik? &amp; Danica?</td>
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<td>November</td>
<td>□ 10-12 EUPHA conference Copenhagen</td>
<td>Peter, Diederik &amp; Caroline</td>
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<td></td>
<td>□ 11-12 UEMO Torino</td>
<td>Diederik</td>
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## Annex I  EFPC Evaluation Matrix for 2010

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<th>Growth &amp; Financial sustainability</th>
<th>Patients / Citizens</th>
<th>Professionals</th>
<th>Technology &amp; Organization</th>
<th>Policy</th>
<th>Generic</th>
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<tr>
<td>• Study Visit for Finnish MBA students</td>
<td>• Presence at EU Ministerial conference on chronic conditions in Brussels</td>
<td>• Presence at EU Ministerial conference on Chronic Disease management in Europe</td>
<td>• Development of matrix for Chronic Disease management in Europe</td>
<td>• Development of matrix for Chronic Disease management in Europe</td>
<td>• Pisa conference</td>
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<tr>
<td>• Position Papers published in Quality in Primary Care</td>
<td>• Development of web-based search machine for country specific PC publications</td>
<td>• Position Papers</td>
<td>• Position Papers</td>
<td>• Collaboration in EU research projects (EURHOMAP &amp; PHAMEU)</td>
<td>• Newsflashes</td>
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<tr>
<td>• Newswashes</td>
<td>• Involvement in European research projects</td>
<td>• Venice European Observatory Summer Course</td>
<td>• Meeting with DG Sanco, department Health strategy and Health systems</td>
<td>• Embedding in the Dutch Jan van Es Institute</td>
<td>• Newsflashes</td>
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<td>• Health Professional Global Network</td>
<td>• Articles EFPC in European Journal of General Practice</td>
<td>• Linking up with European Professional Associations: Dieticians (EFAD), Physiotherapists (ERWCPT)</td>
<td>• Meeting with European Observatory</td>
<td>• Informing International Department of the Dutch Ministry of Health</td>
<td>• Newsflashes</td>
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<tr>
<th>Broadening membership among target groups and equal geographical distribution</th>
<th>Presence at EU Ministerial conference on chronic conditions in Brussels</th>
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<th>Development of web-based search machine for country specific PC publications</th>
<th>Workshop Ankara (PC &amp; SRH)</th>
<th>Pisa conference</th>
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<td>• Newsflashes</td>
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<td>• Invitational conference Maastricht on Chronic Care</td>
<td>• Involvement in European research projects</td>
<td>• Venice European Observatory</td>
<td>• EC consultation responses</td>
<td>• COPORE conference</td>
<td>• Workshop Malaga (WONCA Europe)</td>
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<td>• Position Papers published in Quality in Primary Care</td>
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<td>• LinkedIn PC Forum</td>
<td>• Newsflashes</td>
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<tr>
<td>• Articles EFPC in European Journal of General Practice</td>
<td>• Presence at EU Ministerial conference on Chronic Care</td>
<td>• OECD connections</td>
<td>• OECD connections</td>
<td>• Linking with global networks: CACHCA, PHCRIS, Community Health Care Nursing Research</td>
<td>• Newsflashes</td>
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<td>• Linking up with European Professional Associations: Dieticians (EFAD), Physiotherapists (ERWCPT)</td>
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<td>• Meeting with European Observatory</td>
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<td>• Presentations at EFAD, WENR, NHS Alliance, HBAB, LVG/JvEI</td>
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<td>• Stand at EUPHA conf.</td>
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<tr>
<th>Balance between research, health care field and policy makers</th>
<th>Presence at EU Ministerial conference on chronic conditions in Brussels</th>
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<td>• Newsflashes</td>
<td>• Newsflashes</td>
<td>• COPORE conference</td>
<td>• Newsflashes</td>
</tr>
<tr>
<td>• Meeting with Dutch patient &amp; consumer platform (NPCF) on cross-border care</td>
<td>• Articles EFPC in European Journal of General Practice</td>
<td>• EC consultation responses</td>
<td>• EC consultation responses</td>
<td>• Health Professional Global Network</td>
<td>• Newsflashes</td>
</tr>
<tr>
<td></td>
<td></td>
<td>• Involvement in European research projects (PHAMEU, EURHOMAP)</td>
<td>• Involvement in European research projects (PHAMEU, EURHOMAP)</td>
<td>• LinkedIn PC Forum</td>
<td>• Newsflashes</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>• Launch of a European Network of Community Health Services Associations</td>
<td>• Newsflashes</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>• Lobby at EP (Dutch MEP’s)</td>
<td>• Newsflashes</td>
</tr>
<tr>
<td></td>
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<td></td>
<td>• Meeting with DG Sanco, department Health strategy and Health systems</td>
<td>• Newsflashes</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>• Meeting with European Observatory</td>
<td>• Newsflashes</td>
</tr>
</tbody>
</table>
**Narrative EFPC Evaluation matrix 2010**

The EFPC developed a various number of activities and collaborated in an even longer list of activities at European level. The matrix gives clarity on which domains the EFPC does well and on which domains there should be improvement. These domains were agreed in the first “Strategic policy plan for EFPC – 2008 and beyond” prepared in 2008 by the secretariat and the Executive Committee.

**General organisational aims:**

1. growth and (financial) sustainability of the organization
2. broadening membership of the Forum to other target groups than general practitioners and an equal distribution of members throughout Europe
3. balanced involvement of research, the health care field and national and international policy makers

**Domains** on which the Forum wants to focus:

a. Patients / Citizens
   The involvement of patient associations and citizens networks in setting the policy and research agenda by providing them the possibility for expressing their views on issues like quality assurance, navigation, transparency in care, etc. EFPC will use its own network and activities to provide them with the means to act in this direction. The European Parliament provides a platform to integrate patient/citizen views and primary care policy.

b. Policy development
   In the end all initiatives developed by the Forum should lead to a maximum influence on policy development at European and National level. By bringing Policy Makers together with renowned research institutes, the healthcare consumers and the professionals’ active in Primary Care, the Forum will maximize its influence on the policy making in health systems throughout Europe.

c. Professionals
   Professional associations but also professionals at the implementation level (e.g.: the workforce of Health Centres) will be asked to provide proof for best practices from out of their own day to day practice. A maximum effort will be given by the Forum to disseminate these experiences to all the stakeholders involved to get more duplication of these best practices throughout Europe.

d. Technology and organization
   In order to get more influence on the development of ICT systems within Primary Care and between the different care levels, like Electronic Patient Files and domotica used at household level, the Forum wants to focus on these issues by organizing discussion sessions and conferences with themes related to these issues. The organization of primary care varies from separately organized services to integrated organizations and network organizations, depending on local and national context and historical developments. The Forum supports integrated and network forms of organization by providing professional groups and managers with information on experiences and practices at an international level.
For the 2010 activities there are in the first place the activities developed by the EFPC itself. Besides the ongoing activities as the newsflash, position papers, the Forum developed

- a web-based search machine where visitors can find recent PC related publications per country in Europe,
- a PC Forum discussion group at LinkedIn (a social media platform) with already more than 300 participants from all over the world
- its third biannual conference in Pisa with almost 200 delegates
- a workshop in Ankara as a launch of the 2010 EFPC Position Paper on PC and SRH
- a study visit for Finnish Health Care managers
- workshops, presentations and stands at different European conferences of linked networks like WONCA Europe, EUPHA, EFAD (Dieticians), WENR (Nursing researchers), NHS Alliance and HBAB (Health Bridges Across the Bosphorus)

Members of the EFPC continued or started European wide research project like the PHAMEU (Primary Health Care Monitor in Europe), EURHOMAP (European Home Care Mapping), QUALICOPC (Evaluating Primary Care in Europe), COPORE (Competences for Poverty Reduction) in which the EFPC has a supportive role. From our own budget we receive from the NIHDI, a member started with the development of a European Chronic Disease Management matrix of which the first results were presented at the EU Ministerial conference in Brussels on chronic conditions.

In 2010 the EFPC secretariat enlarged its’ capacity by joining the Dutch knowledge centre on Integrated Primary Care, the Jan van Es Institute, based in Almere.

The number of institutional members remained at the level of 130, including a number of relevant European/Global networks like CACHCA (Canadian Alliance of Community Health Centre Associations), EFAD (European Dieticians), ER-WCPT (European physiotherapists), EHMA (European Health Management Association), HPGN (Health Professional Global Network), ICCHNR (community health care nursing research), NDPHS (Northern Dimension Partnership in Public Health and Social Well-being). The number of individual members increased from 30 to 55. The enlargement of the number of institutional members of the Forum remains a difficult matter, as it requires a lot of energy to convince individual representatives of those institutes/organizations to invest money, although it is a limited amount, in a network like the EFPC. In the collaboration with the European General Practitioners an important step forward was made by the establishment including the first meeting of the liaison group of WONCA, UEMO and EFPC, striving for a more effective lobby for Primary Care including the importance of the role of the General Practitioner. At the same time during the conference in Pisa a first meeting was initiated by the EFPC for a new European alliance of Community Oriented Primary Care services as a Working Group of the EFPC. This group should function as a strong lobby group in Brussels to create more attention for Primary Care at EU policy making level. Meetings and contact with employees of DG Sanco confirmed the need for this as it appears that PC hardly brought forward at this level. Our attempt to have a full membership in the EU Health Policy Forum failed but makes even more clear that there is a lot of work to do to get sufficient influence at the European policy making level.

We will continue this in the coming years, also with the support of the European Observatory, with which we established a good relation and planned activities for the coming year on policy briefs related to PC. At the same time we may expect to continue the collaboration with WHO Europe and the Dutch Ministry of Health, both with strong relations to the European Observatory as well. The International Affairs department of the Dutch Ministry of Health was extensively informed about our activities during a visit at the NIVEL office, premises of the EFPC secretariat

From the matrix it becomes clear that the EFPC has to invest in a stronger relation with patient/consumer/citizen networks in order to ensure their influence in the development of our policy recommendations and to increase the weight of our advices towards policy makers on European and national level. As a promising signal we were asked by two networks, the Dutch Patient & Consumers platform and the European Active Citizen Network, to be present at their future events, one still in 2010 and one in 2011.
Annex II

Members of the Executive Committee in 2010

Prof Jan De Maeseneer  
GP, Ghent University, Belgium (chair)

Mrs Danica Rotar  
GP, head of the research unit of Primary Health Centre Ljubljana, Slovenia (vice-chair)

Prof Peter Groenewegen  
Health Systems Researcher, Nível, the Netherlands

Mrs Marianne Samuelson  
GP, Caen University, France

Mr Pim de Graaf  
MD, Individual member, the Netherlands

Prof Niro Siriwardena  
GP, Lincoln University, Lincoln, UK & editor in chief QPC

Prof Giorgio Visentin  
GP, Research Centre for General Medicine, Italy

Mr. Valeriu Sava  
Health Care manager, Management and Assurance in Medicine, Moldova

Ms Mona-Lisa Hagvide  
Occupational Therapist, Swedish Association of Occupational Therapists

Prof Carmen de la Cuesta  
Nurse, Department of Health Psychology, University of Alicante

Special advisor of the EFPC in 2010

Mr Michael Sobanja,  
Health Care manager, NHS Alliance, UK
Annex III   Individual Planning 2011

Diederik Aarendonk, coordinator (0.6 FTE)

Tasks
- Networking for the Forum through visiting conferences, visits or email contacts with (potential) member organizations 25 days
- Organization of EFPC events (multi-country Study Visits, conference in Graz, Zorgpoort, The Hague, NIHDI Brussels) 10 days
- Planning and production of Position Papers 10 days
- Recruitment of members in targeted countries and professional groups 10 days
- Coordination of EFPC comments to EC consultations 10 days
- Guidance of EFPC working groups 10 days
- Coordination of lobby activities at European and national level 10 days
- Preparation of funding requests 12 days
- Administration of Forum 10 days
- Coordination of the content of the Forum’s website and newsflashes 5 days
- Linking the EFPC to JvEI 13 days
- Holidays 15 days

Total 140 days

Results

- New members recruited (at the end of 2011 the Forum has grown towards 160 institutional members)
- A minimum of 3 Position Papers have been produced and published in QPC by the end of 2011
- At least two multi-country study visit and two other events were organized in 2011
- Forum’s viewpoints given to EU and national policy makers
- The Forum members did receive adequate support of the Forum’s secretariat
- Funds have been secured for the activities and secretariat of the Forum.
Caroline van Raaijen, communication officer (0.4 FTE)

Tasks
- Networking for the Forum through visiting conferences, visits or email contacts with (potential) member organizations 20 days
- Recruitment of members in targeted countries and professional groups 10 days
- Organization of EFPC events (Study Visits, conference in Graz) 5 days
- Coordination of the content of the Forum’s website and newsflashes 25 days
- Coordination of other communication means of the Forum (HPGN, JvEI, etc.) 12 days
- Holidays 12 days

Total 84 days

Results
- New members recruited (at the end of 2011 the Forum has grown towards 160 institutional members)
- The Forum members are informed about the EFPC activities, interesting new developments in PC, policy changes regarding health systems in general and PC in particular
- Other European stakeholders are informed about the EFPC activities
- The Forum members did receive adequate support of the Forum’s secretariat

Anouk Faassen, Information and administration support (0.2 FTE)

Tasks
- Managing the members administration including the finances and correspondence 10 days
- Maintenance and uploading information on the Forum’s website 10 days
- Preparation and dissemination of news flashes 10 days
- Logistics arrangements for the advisory committee 8 days
  (booking flights and hotels, meeting rooms, etc)
- Logistics arrangements for EFPC events like the Multi-Country Study Visit 10 days
- Holidays 8 days

Total 56 days
Annex IV

European Forum for Primary Care  
NIVEL Budget for 2011

Project number: EUR 001

<table>
<thead>
<tr>
<th>Costs</th>
<th>FTE</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Fixed costs</strong></td>
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</tr>
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<td>1 coordinator D. Aarendonk including overhead</td>
<td>0.6 FTE</td>
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<td>2 administrative support A. Faassen including overhead</td>
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<td>4 travel and accommodation costs of boardmembers and staff</td>
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<tr>
<td>5 costs of publications</td>
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<td>1,500</td>
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<tr>
<td>6 miscellaneous (juridical advice, other)</td>
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<td>3,000</td>
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<tr>
<td>7 services by third parties</td>
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<td>2,000</td>
</tr>
<tr>
<td><strong>Total out</strong></td>
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<td>117,987</td>
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**Fixed income**

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<thead>
<tr>
<th>Income</th>
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<td>17 subsidy by MoH, the Netherlands (MinVWS)</td>
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<td>50,000</td>
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<tr>
<td>18 membership fees</td>
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<td>16,000</td>
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<td>19 Balance 2010</td>
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<tr>
<td><strong>Variable (project) income</strong></td>
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</tr>
<tr>
<td>20 Assignment RIZIV, Belgium</td>
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<td>12,500</td>
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<tr>
<td>21 Multicountry SV WHO assignments</td>
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<td>10,000</td>
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<td>22 Tampere SV</td>
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<tr>
<td>23 Graz EFPC conference</td>
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<td></td>
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<td></td>
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<tr>
<td>27</td>
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<tr>
<td><strong>Gifts</strong></td>
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<td>28</td>
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**Subtotal in**

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<td><strong>Total in</strong></td>
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### European Forum for Primary Care
#### JvEl Budget for 2011

**Projectnumber: HAG 075**

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<th>2</th>
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<tbody>
<tr>
<td>Fixed costs</td>
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<td></td>
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</tr>
<tr>
<td>1 coordinator D. Aarendonk including overhead</td>
<td></td>
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<tr>
<td>2 support staff C. van Raaijen including overhead</td>
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<tr>
<td>3 travel, accomodation and registration costs of JvEl staff</td>
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<tr>
<td>4 costs of publications (e.g.: English video on Integrated PC)</td>
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<tr>
<td>5 miscellaneous (ICT equipment, visitcards, other)</td>
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<td></td>
<td></td>
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<tr>
<td>6 services by third parties</td>
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<tr>
<td>Variable costs</td>
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<td>7 organisation of Study Visits</td>
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<tr>
<td><strong>Total out</strong></td>
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<td>74.374</td>
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</tbody>
</table>

| Fixed income                                                       |         |         |    |     |    |    |    |    |     |
| 17 subsidy by Province Flevoland & Municipality Almere (IFA)       |         |         |    |     |    |    |    |    |     |
| 18                                                                  |         |         |    |     |    |    |    |    |     |
| 19                                                                  |         |         |    |     |    |    |    |    |     |

| Variable (project) income                                         |         |         |    |     |    |    |    |    |     |
| 20 EFPC Study Visits                                              |         |         |    |     |    |    |    |    |     |
| 21                                                                  |         |         |    |     |    |    |    |    |     |
| 22                                                                  |         |         |    |     |    |    |    |    |     |
| 23                                                                  |         |         |    |     |    |    |    |    |     |
| 24 Gifts                                                           |         |         |    |     |    |    |    |    |     |

| **Total in**                                                       |         |         |    |     |    |    |    |    |     |
|                                                                     |         |         | 74.374 |     |    |    |    |    |     |
Annex V

All non profit making organisations and authorities who support the objectives of the Forum are liable to join as member.

Regulations membership fee 2011

Based on the decisions taken at the Advisory Committee meeting in Florence (27th August 2006) the membership fee regulations for the year 2011 will remain:

Per calendar year:

- Organizations: 300 Euro
- Individuals: 120 Euro
- Lower rates can be applied for members after a special request to the Board, that will decide on the request within one month
- Student organisations: 50 % of the regular fee.

Members who register after July will be charged 50 % of the fee for the current year.