



## **Minutes from Meeting of the Executive Committee of WONCA Europe 20 – 21 September 2002, Grecotel Creta Palace, Crete**

### **Present**

President	Dr. Philip Evans
Vice President	Professor Igor Svab
Honorary Treasurer	Dr. Vaclav Benes
EURACT	Dr. Justin Allen
EQuIP	Dr. Luis Pisco
EGPRW	Professor Christos Lionis
Secretariat	Ms Helene Flottorp

**Apology for absence**      Honorary Secretary Bjorn Gjelsvik

### **1. Welcome by President**

The President welcomed the Executive Committee to the meeting in Crete.  
Apology from Bjorn Gjelsvik accepted.

### **2. Approval of agenda**

The agenda was approved

### **3. Approval of minutes of last meetings in London, June 2002**

The minutes from the two Executive meetings held in London were approved.

### **4. Matters arising from minutes**

#### **a) Wonca Europe London 2002**

A report from the congress organisers was received. This will be forwarded to the national organisations organising the European conferences over the next four years. The report from the Royal College of General Practitioners unfortunately showed that the organisers of the London conference made a financial loss. The RCGP suggested that it would be appropriate for Wonca Europe to review its strategy in relation to the sponsorship of conferences, particularly the reliance on pharmaceutical sponsorship. It was also felt that the Wonca brand was not sufficiently well known and valued by those who might be in a position to offer sponsorship or wish to be part of the conference exhibition.

Other points that were made were that if conferences were to be held in capital cities, particularly in expensive countries, it would be difficult for a registration fee to be kept relatively low. It is suggested that future abstracts should contain conflict of interest statements to avoid any presentation or lectures made on behalf of the pharmaceutical or other industries. No abstract book was available at the London conference. The Executive Committee felt that this was a valuable addition to the material for a conference enabling those attending to make appropriate choices amongst the large and varied programme. The possibility of having the abstract on a CD Rom should be considered in future.

Justin Allen proposed that it might be more appropriate to set up a small group of conference advisors rather than individual liaison person in future.

Christos Lionis suggested that it would be possible to define clear strategies of involving attendance at European conferences.

*Action:* It was agreed that a discussion paper should be prepared for the next meeting of the Executive which would look at all aspects of future European conferences and then a further paper would be taken to the Council meeting in Ljubljana for discussion. Comments for the draft paper should be sent to the Secretariat by November 30<sup>th</sup>. The President will draft the discussion paper.

**b) New European Definition of General Practice/Family Medicine**

About 3000 copies of the New Definition had been sent out from the Secretariat. It is due to be translated into a number of European languages. The national colleges will be reminded to provide reports on how they have utilised the New Definition to be presented at the next council meeting in Ljubljana. The networks will also be asked for their activities in relation to the New Definition.

*Action:* Secretariat to send letter to the national colleges and networks.

**c) Reform of the EU directives**

The President will attend an UEMO meeting within 2 weeks time when this matter would be discussed and a further report would be provided to the next Executive Committee meeting.

*Action:* Statement for the next meeting from President.

**d) Conflict of interests statement**

Signed by all the Executives.

**5. President's Report**

Approved.

**6. Honorary Treasurers Report**

Wonca Europe has a problem with decreasing numbers of Direct Members. Several National Colleges have not yet paid their membership dues.

*Action:* All National Colleges who have not paid their membership dues will be contacted by the Secretariat on behalf of the Treasurer asking for payments by the end

of November 2002.

The levies from London are lower than expected and the full amount has not yet been received.

*Action:* Secretariat and the President will contact the RCGP.

It was confirmed that it was agreed at the June Council that a request for quarterly payments would be made from World Wonca to Wonca Europe.

*Action:* Letter to be sent by President to Wonca World Secretariat.

Equip and EURACT has not asked for support yet. Will be paid as soon as their reports are received.

It is likely that by the end of the year Wonca Europe will have one years income in reserve.

### **SIMG Fund**

The money, some 30 000 Swiss francs, will be transferred to the accounts in Norway in 2004.

### **The Noordwijk conference**

It was confirmed that there had been an agreement with the Dutch College on supporting the loss in relation to this conference to the extent of 7000 Euro's. This had previously been approved at the Executive meeting in London.

*Action:* The President will send a letter to the Dutch College confirming this and asking for copies of receipts and vouchers.

### **Bank**

Philip Evans reported from the bank meeting in Trondheim in September. Immediate access will be kept to the reserve account.

*Action:* Helene Flottorp will check on the reliability on the internet bank before going ahead with this option. A contract should be made before the opening of the internet bank account.

## **7. Reports from Network Organisations**

EURACT – No meeting since last Executive Committee Meeting. Problems regarding size and cost of council meeting; destabilising effect of continuing uncertainty re college/European Society relationships. Positive report re developing education towards Ljubljana meeting.

EGPRW- A working party has been set up to develop the response to the New Definition. This will be presented in Ljubljana. It was confirmed that Igor Svab, Christos Lionis and Danica Rotar-Pavlic will attend the Wonca World Research Meeting in Kingston meeting in Canada in March 2003.

*Action:* It was confirmed that European research policy paper would be presented at

the Ljubljana conference.

EQuiP- There is an internal organisational change as Professor Richard Grol is stepping down after 10 years as President. The new President is Prof. Joachim Szecsenyi from Germany and Professor Martin Marshall from UK is the new Vice President. The invitational conference is being held in Lisbon in November 2002. They are expecting 70 – 100 participants and half of the participants will be presenting papers. EquiP is moving from a working party to a membership organisation. They have set up a small group to develop the quality assurance agenda in relation to the New Definition.

EUROPREV - have approached EQuIP and National Colleges asking for support of 200 Euros every year for their work. This was discussed.

*Action:* The relationship of EUROPREV to Wonca Europe would be discussed as part of the working party on the constitution.

## **8. Special Projects Fund**

Vaclav Benes presented the two applications.

The project "Continuing Professional Development in Primary Health Care – Quality Development integrated with Continuing Medical Education (CME)" approved for support.

The second application from EURIPA was not approved

*Action:* Secretariat would advise the applicants of this result.

## **9. Membership**

A request had been received from an additional general practice organisation in Italy. It was agreed that more information about the organisation was required.

*Action:* Philip Evans would discuss this with Giorgio Visentin and report back to the Chairman of the Membership Committee Vaclav Benes. It was confirmed that Bosnia and Hercegovina were members. It was recommended that the application from Turkey should be approved.

– database

There are problems receiving support of the Paradox database in Trondheim. It was agreed that it would be too expensive to obtain external professional help in converting to another programme.

*Action:* Helene Flottorp will contact the department in Aarhus and ask Lars Olesen who established the database, to convert it to Access.

## **10. Nordic proposals for bylaw changes**

Draft terms of reference for the constitutional working party were discussed and approved. Proposal to include members of the Bylaw Committee in the working party was discussed and decided against. The Bylaw Committee would need to develop any detail to Bylaw changes following the recommendations of the Working Party to the European Council and a decision for changes by the Council. Important aspects to be included in any report from the working party would be the aims and objectives of

Wonca Europe, the functions expected from the network organisation should be defined including duties and responsibilities. Consideration should be given to the role of the Universities in relation to teaching and research. It was confirmed that members of the group would receive a detailed background paper prior to the meeting in London on the 30<sup>th</sup> November.

*Action:* To be prepared by the President.

– Constitutional Working Group to consist of

Philip Evans (chair)

Bjorn Gjelsvik (secretary)

EGPRW representative

EURACT representative

EQuIP representative

Council representatives: one representative from the Nordic countries and Juan Mendive, Spain.

Representative of the organisations in collaborative relationship: EURIPA

The meeting will be held in London on November 30 at the Royal College of General Practitioners, where accommodations are booked.

*Action:* Details of the Working Party meeting to be distributed to those attending by the Secretariat.

## **11. Sponsorship guidelines**

The paper on this topic was presented by Justin Allen and considered. A further draft of the paper would be prepared at the next Executive meeting.

*Action:* Helene Flottorp to ask Wonca World for their sponsorship guidelines and secondly Justin Allen to prepare new draft paper.

## **12. Ten target strategy**

Christos Lionis presented the questionnaire, there were comments on the structure of the questionnaire. It was suggested that questions relating to simple data and those which require descriptive answers should be separated.

*Action:* Christos Lionis will review the questionnaire till next meeting after having received comments from the Executive Committee.

## **13. European Journal of General Practice**

The September issue will be published with increased content but at present no wider distribution.

The draft contract had not yet been received back from the publisher.

Justin Allen raised the questions of how the collaboration with the networks and other organisations would be developed.

A hyperlink from the Journal to the New Definition was approved.

*Action:* The President to contact the Journal regarding the contract and also request Colin Bradley's view regarding clarification on the expected contribution from the

networks with the Journal.

#### **14. Wonca Europe Awards**

Wonca World to be contacted asking for full details regarding the new Wonca World Award. Further discussion to be held with the Dutch college regarding their proposal.

*Action:* President.

#### **15. Card Vasc Disease: Report from WHO meeting in July**

Report from Bjorn Gjelsvik was received. Bjorn Gjelsvik proposed to follow up the meeting in Geneva by arranging a symposium during the conference in Ljubljana, presenting the new WHO Guidelines for hypertension, the WHO Strategy for prevention of CV disease world-wide, discussing the current practice in different European countries, the risk of medicalisation and over-treatment, and the possibility to make European guidelines based on General Practice. The symposium could be initiated by the Norwegian Hypertension group

*Action:* Bjorn Gjelsvik to provide further details.

*Action:* Letter to be sent from Philip Evans.

#### **16. Wonca endorsement Pan-European “Doctors’ Errors” study**

This paper was discussed. It was suggested that a less majorative term should be used such as Critical Event Study as Error implies blame.

*Action:* Justin Allen to prepare letter to be forwarded to World Wonca.

#### **17. Future conferences and success criteria**

The matter was discussed.

*Action.* Igor Svab will draft a letter and send to the Executive Committee for comments. The item to be put on the agenda for next meeting.

#### **18. Future conferences**

2003 March 8<sup>th</sup> – 12<sup>th</sup> Wonca World Invitational conference on research

2003 June 19<sup>th</sup> – 21<sup>st</sup> European Conference, Ljubljana, Slovenia  
Each network will have time available for meetings. The programme is on the web. It will be arranged that there is a double booth for Wonca Europe, the Journal, the three network organisations (EGPRW, EURACT and EQuIP). The Administrative Secretary will determine the size of the display and use of posters for all organisations sharing the booth. The responsibility of the conference organised in Slovenia for World Wonca representatives will be checked with Slovenian organisers.

*Action:* Helene Flottorp to ask organising committee for update.

2004 June 1<sup>st</sup> – 4<sup>th</sup> Amsterdam, The Netherlands

No report received.

*Action:* Helene Flottorp asks organising committee for update.

2005 September 18th – 22nd Athens, Greece  
The President in his capacity as liaison person will have discussions with the organisers on September 22<sup>nd</sup> 2002.

2006 August 27th – 31st Florence, Italy  
Report received. Approved. Liaison person: Bjorn Gjelsvik.  
*Action:* The President to advise Bjorn Gjelsvik and the Italian organising committee re liaison appointment.

2007 Dates France or Norway  
Letter to be sent to France and Norway after we have received an answer from Wonca World concerning possible change of dates for the Wonca World Conference in 2007.

*Action:* The President to write to Singapore college regarding changing dates.

### **19. Meetings in 2003**

1st – 2nd February 2003

Christos Lionis will confirm whether it is possible to hold this meeting in Turkey. If not, Igor Svab will make arrangements for the meeting to be held in Belgrade, Yugoslavia

– Executive meeting in Ljubljana, Tuesday June 17, 17.00 - 20.00

– Council meeting in Ljubljana Wednesday June 18, 09.30 – 16.00

*Action:* Letter from P Evans to National Colleges concerning new time.

–10<sup>th</sup> – 12 October 2003 Executive Meeting. Venue to be agreed.

### **20. Any Other Business**

- “Developing a Mediterranean Family Medicine Group. The Malta Consensus”. The paper to be published in European Journal of General Practice. The Malta Consensus was discussed.

– A letter from the Dutch College concerning young doctors in practice, doctors in training and students having special rates at the Amsterdam conference was discussed.

*Action:* President to reply.

- European Medical Student Association.

*Action:* Philip Evans to send details to Justin Allen.

Helene Flottorp  
Administrative Secretary  
September 2002