



## Minutes of Wonca Europe Executive Board Meeting Vilnius 2008

**Date:** 7 June 2008

**Meeting Venue:** Shakespeare Hotel, Vilnius

**Present:**

President	Igor Svab
Vice-President	Meta Wiborgh
Honorary Secretary	Job Metsemakers
Honorary Treasurer	Tony Mathie
Repr EURACT	Egle Zebiene
Secretariat	Barbara Toplek

**Apologies accepted:** Eva Pradier Hummers, repr EGPRN  
Marianne Samuelson, repr EQUIP

### AGENDA

#### 1. Welcome by the President

The President opened the meeting and welcomed everybody.

#### 2. Approval of the Agenda

Agenda was approved.

#### 3. Approval of the Minutes, Istanbul, February 2008

The minutes were approved with the following comments:

- Item 12 Discussion paper "Wonca Europe and its Special Interest Groups":

5 SIG groups to be named: PCD, PCRG, EPCCS, ESPCG, GRIN

- Under item 18 Future conferences, Istanbul 2008, Meeting with Erdem Birgul:

"HOC will provide accommodation for one night for the seven facilitators provided by EURACT." should be added.

- Matters arising from the Minutes

Wonca Europe bursary:

Wonca Europe (Tony) will request the chairperson fund from Wonca World. That will be used together with Wonca Europe money and possibly money from the European Colleges to set up a fund. That will be available for participation of the Wonca World Cancun meeting.

Decision: Tony Mathie and Egle Zebiene will develop a proposal and send it to EB for comments. Final proposal will be presented in Istanbul. Draft deadline: 14 days

Bylaws changes: Job Metsemakers reported. Erdem Birgul and Gisle Roksund, members of the bylaws committee, were asked for comments. Minimum changes will be made.  
Decision: Job Metsemakers will send a proposal to EB within 14 days.

The new name of the SIG is necessary for preparing the contracts with SIG. Proposal from Chris van Weel: Study Groups. Decision to be made later.

ICOH group to be verified for acceptance.  
Decision: Job Metsemakers will contact Peter Bois ASAP.

A proposal for future Wonca World conferences was not prepared. There is a new WW group called GROW led by Rich Roberts. One of its tasks will be future conferences. Arno Timmermans will be invited to join the group.  
Decision: Igor Svab will write a letter to Rich Roberts to identify the European representative.  
Deadline: 7 days. Wonca Europe will contact its representative ASAP.

Financing of the networks – internal special project  
Decision: a revised document (revised by Tony Mathie and Egle Zebiene) with practicalities and the bidding procedure will be ready within 14 days and discussed at the Istanbul meeting.

#### **4. President's Report**

Igor Svab presented his report - See appendix 1.

Egle to attend the Tallinn meeting on behalf of Wonca World. Costs will be covered by Wonca World.

Leonardo Course: Igor Svab gave a proposal to Alfred Loh to introduce this course to other regions of Wonca World. (Asia and South Africa have showed some interest already). Some of the global sponsors might be interested in sponsoring.

College Conference in Lisbon: The meeting was very productive - 23 colleges attended. An issue of policy making and UEMO was discussed. A proposal to organize a similar meeting every two years was given. UK might be interested to be the next host in 2009. The danger of having two separate European meetings (Wonca Europe Council and Wonca Europe Colleges) was discussed. Wonca Europe will take the initiative (and be (co-)responsible for organizing it in the future).

Decision: Given the current decision we will see whether the UK will organize another college conference at the end of 2009. Tony Mathie will talk to UK colleagues about it. If not possible, we can connect this conference to the Basel conference. In any case we will try to extend the council meeting in Basel. Barbara to follow the process.

Invitations for EU meetings in Brussels are received regularly by the president, mostly on short notice. Igor will ask Job for assistance as Maastricht - Brussels is only one hour by car.

#### **5. Honorary Treasurer's Report**

Tony Mathie gave a verbal report.

Due to EUR/USD confusion, Paris organizers are late in paying the difference (42.000 EUR). The total amount of 230.000 USD should be paid to Wonca Europe. 50% of the total amount was already paid to Wonca World.

Malaga 2010 contract was prepared and sent to SEMFYC for comments.

We finally received money from Wonca World for satellite symposia (Kos and Florence). We also received Wonca World dues for 1<sup>st</sup> Quarter 2008. We haven't received dues for the 4<sup>th</sup> quarter 2007. Tony Mathie already wrote a letter to Alfred Loh.

Decision: Secretariat will arrange payments (9.000 USD each) to EURACT, EGPRN, EQUIP, EURIPA, EUROPREV, Vasco da Gama. Deadline: 14 days.

## 6. Reports from the Network Organizations

- European General Practice Research Network (EGPRN)

Eva Hummers Pradier sent her report by email.

EGPRN has held its spring meeting in Antalya, Turkey, from May 8-11. Special theme was "Musculoskeletal disorders in primary care". It was a successful meeting with approx. 150 participants, including VdGM representatives. There were 4 pre-conference workshops ("Analysis of Qualitative Material", "Workshop on Collaborative Studies", "Asking Focused Research Questions", "Open Research Market-Marketplace for Research Proposals").

An overview presentation of the current state of the European Research Agenda was mailed to EB. This presentation was shown and discussed during the council meeting, feedback was generally positive, with some concerns concerning comprehensiveness and core messages and the demand for triangulation (which is planned anyway).

Currently, there is a draft document which still has a few "holes" concerning specific topics which the authors have not been able to provide yet, and which is in need of editing. Lengthy search trees and reference lists must be put into appendices, and core messages should be formulated clearly, beyond the summary of findings from the literature.

All existing chapters will be cross-checked and added to over the summer. We expect to have a working document before the Istanbul conference, where a further meeting of the work group is planned, which can then be sent around to interested parties for comment. There will also be a workshop on this topic in Istanbul.

Two international collaborative study proposals had been submitted to EGPRN, both were accepted for funding: "Gut feelings in general practice in Europe", coordinator Erik Stolper, Maastricht, with partners from France, Germany, Belgium and "The Manpower project", coordinator Lieve Peremans, Belgium, with partners from France, the Netherlands, Ireland, Germany (and probably others).

- European Academy of Teachers in General Practice (EURACT)

Egle Zebiene gave a verbal report on EURACT regular activities. EURACT held its spring council meeting in Malta, May 7 -11. Leonardo course was run in Iceland, 21- 25 May. EURACT will develop a new course "Leonardo Course II". Assessment course will be held in Rome (24 – 27 November 2008). As agreed in Istanbul, Wonca Europe will cover a potential financial loss. Job Metsemakers stepped down from EURACT EB and Council. He will finish the legal business. EURACT will be registered as a legal body by the end of this year.

VDGM pre-conference: EURACT facilitators: there was some miscommunication within Istanbul HOC. In Istanbul, HOC agreed to cover one night of accommodation but we need two nights due to the pre-conference programme.

- European Association for Quality in General Practice /Family Medicine (EQUIP)  
No report received.

Decision: Secretariat will remind VDGM in future to send their reports before every EB meeting of Wonca Europe.

## **7. Application to Wonca Europe: Wolfgang Spiegel - Developing a Directory of Tasks/Procedures and Specific Problem Solving Skills for GP/FM**

Dr Egle Zebiene asked the WONCA Europe Executive Board permission not to take part in the discussion on this issue and her request was supported. Job Metsemakers presented the matter and gave additional explanation.

The proposal is well described and lays down very clearly the plan to come to a comprehensive list, a directory of tasks, procedures and skills. Certainly such lists will already exist (in part) on local or national level as basis for educational curricula. This plan goes further and comes to an European list with indications of “obligatory” and “optional” for the tasks, procedures and skills. That is a step towards harmonisation on the European level and the project goes beyond the educational goal into the political direction.

The EB debated the merits of such an approach. General practice is a contextual discipline. GP’s function within the local, regional or national organisation of the health system. Depending on differences between countries such as level of urbanisation, current position and development of primary care, geographical distribution and proximity of emergency services, the health care system puts different demands on the health care professionals. What is necessary in one country and therefore mandatory is absolute optional in other countries. So some tasks will remain “mandatory” in some countries and “optional” in others. There is fear that such detailed lists will lead to more debate with specialists and health insurance firms without certain positive results. Furthermore, changes occur constantly. Such a list might prohibit developments as specialists could deny GP’s the right to perform a certain procedure which in the past was only “optional” or is “optional” in most European countries.

The feasibility of the proposed approach was discussed. Looking at the examples given, one could already argue and question what was meant for example by “basic functional examination” or “advanced test of the musculoskeletal system”. Certainly that can be worked out more in detail but it would be an enormous task. And what would be the cut off point for “mandatory” ? If 70 % score a task as “mandatory” would that mean the others have to follow and change their “optional” into “mandatory”. There are scientific procedures which can be of help. Nevertheless the feasibility was considered also to be very difficult.

In conclusion Wonca Europe does not support the development of such a comprehensive list. Igor Svab will send a letter to Wolfgang Spiegel.

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

Informa sent a disturbing report. Colin Bradley is not responding to their or our mails. Therefore a list of activities could not be developed. The EB had two choices: stop with the EJGP immediately or solve the problem by looking for an editor ad interim. Given the efforts to rescue the EJGP and the money invested the second option was chosen. An interim editor will be asked to produce at least two more issues in 2008, to review the situation and see if there is any perspective in the Journal.

The following steps within the next 14 days were accepted:

1. Igor Svab will call Colin Bradley to inform him about our decision that we are looking for the new interim editor. Colin will be asked for his close collaboration in the next two-three months (until 31 August). His contract will be prolonged until then – we will discuss this with Informa.
2. The potential new candidates for an interim editor are:
  - a. Calle Bengtsson (will be approached first by Meta Wiborgh)
  - b. Ted van Essen (proposed by Job Metsemakers)
  - c. Denis Pouchain (proposed by Eva Hummers Pradier)

If there is an overlap between the current editor and the interim editor, additional costs will be covered by Wonca Europe (have to be approved by Wonca Europe EB).

3. Job Metsemakers will write to Informa about our decision and technicalities
4. Job Metsemakers will coordinate all activities regarding EJGP.

#### **9. Wonca Europe/ Wonca World Matters**

- WHO European Ministerial Conference on Health Systems, Tallinn, Estonia  
Egle Zebiene will represent Wonca; costs will be covered by Wonca World. A report will be sent after the conference.

#### **10. Special Project Funding – Spring Round 2008**

- Family medicine after transformation in Middle and Eastern Europe (FATMEE)  
Eva Hummers Pradies, Chair of the Special project proposal committee sent her comments.  
Decision: The FATMEE proposal is not clear enough. Eva will ask for further explanations. The amount of 5.000 EUR will be given when they provide satisfactory answers. If not, smaller amount could be given – according to Eva's proposal.  
Job Metsemakers and Barbara Toplek will inform Eva Hummers Pradier about our decision. Eva will communicate Adam and provide him with the questions. Deadline: 14 days  
Barbara will see to it that next time projects for funding will be presented to all members of the subcommittee so they can provide their opinion to the chair of the subcommittee.

#### **11. New Wonca Europe Projects**

- EU TEMPUS Project

The role of Wonca Europe in this project is not clear enough. The second paragraph in the document is not right: *"In 2005, the Wonca Europe (World Organization of National Colleges, Academies and Academic Associations of General Practitioners/Family Physicians" or « World Organization of Family Doctors ») asked the CNGE (French national college of teachers in general practice) to assist Algerian doctors in implementing training sessions adapted to their practice."*

Decision: Igor Svab will write to Eva Hummers Pradier for some clarification today:

- What exactly do they expect from Wonca Europe, what is our contribution to the project?
- This is a project aimed at Arab countries. Since Wonca EMRO region has been established in Singapore, we do not want to create conflicts with Wonca World or the president of the new region. Wonca World should be probably involved in the decision.

Eva's answers will be circulated to EB. A clear explanation of the role of Wonca Europe should be added to every future proposal we receive.

- SOCIOMED Project

The role of Wonca Europe is unclear. What do we do for 16.500 EUR as defined in the budget?  
Decision: Tony Mathie will check the correspondence with Christos Lionis and ask him for some clarification.

This is the matter of Stichting Wonca Europe.

- HAPPY AUDIT

A contract was sent to the president for his signature from Christos Lionis. It is not clear, how do we receive money from Brussels (amount mentioned in the contract for the work of Christos Lionis).

Decision: Tony Mathie will write to Christos for additional explanation before we sign the contract.

This is the matter of Stichting Wonca Europe

A list of all Wonca Europe projects will be made by Job Metsemakers and Barbara Toplek. We have projects approved by Wonca Europe; we have projects we have (co-)funded, and there are projects with Wonca as a partner. An overview of the projects will be made during every Executive Board meeting.

## **12. Special Interest Groups**

Written contracts were promised to 5 special interest groups. Job Metsemakers will prepare them when we decide on the name. We will go for Wonca Europe Special Interest Groups (WESIG)

Decision: The memorandums will be prepared by Job Metsemakers in 4 weeks; Job will check the ICOH group.

## **13. Preventive health care - Policy document for the Norwegian College of General Practice**

A proposal will be discussed in Istanbul. EUROPREV will be invited to prepare a session – together with Gisle Roksund.

Decision: Job Metsemakers will send a document to EUROPREV in two weeks inviting them to give comments and to prepare a paper for ½ hour discussion in Istanbul council.

## **14. "International Corner" - Letter from Theo Verheij**

Decision: We can not provide an extra booth, but will be happy to provide them with a notice board at the Wonca Europe booth. Job Metsemakers will answer Theo and other WESIGs.

## **15. Future Conferences:**

- 2008 Istanbul, Turkey

Erdem Birgul sent his report. There is still no programme for the VDGM pre-conference. They need to confirm accommodation for EURACT facilitators. VDGM will receive 9.000 USD this year from Wonca Europe. Euract facilitators need in fact two extra nights. One is already covered by the HOC, the other one is to be discussed with the VdG group.

Decision: We need the programme immediately. Egle Zebiene will clarify the programme and the accommodation of EURACT facilitators (two nights) with VDGM (cc to Igor Svab).

Wonca Europe meetings:

Open meeting (1 ½ hour) is not in the programme. Proposed topics for the meeting are:

- presentation of SIGs (5 min each),
- presentation of the networks (one message, 5 min each),
- research agenda (1/2 hour).

Decision: Barbara Toplek will immediately write to Erdem Birgul to include the open meeting in the conference programme. She will contact the networks and set the programme of the open meeting.

Wonca Europe Executive Board meeting/Council meeting (Thursday, September 4):

08.30 – 12.00	Executive Board meeting
12.00 – 13.00	Joint lunch with the council
13.00 – 16.00	Council meeting

Council meeting draft agenda: EJGP matter, Norwegian proposal, Bylaws changes, Wonca Europe bursary, Networks funding.

Decision: Barbara to invite EFPC to attend the council meeting as an observer. There will be no separate meeting with SIG during the conference.

- 2009 Basel, Switzerland

Report from Organising Committee was received. The liaison Egle Zebiene is planning to visit them soon (according to the contract). A proposal to have our EB meeting in Basel (February 2009) was accepted.

- 2010 Malaga, Spain

The contract was prepared and sent to SEMFYC for comments. It should be signed in Granada, June 18-21. If they don't agree on VDGM terms in the contract, we put it out completely and let them know they have to deal with VDGM on their own.

- 2010 Cancun, Mexico

Wonca Cancun 2010 Scientific Program

The proposal to have a 90 minutes' symposium was discussed. We suggest reconsidering the idea of having regions' workshops simultaneously.

The proposal for Wonca Europe symposium would be:

- a short introduction,
- examples of 3 - 4 successful projects and activities (in an interactive manner: projects, courses etc.),
- discussion.

Decision: Igor Svab will write to Javier Dominguez that Wonca Europe will participate. Draft proposal will be ready by the end of October. Responsible person: Igor Svab.

- 2011 Krakow, Poland

HOC is thinking to move the conference venue from Krakow to Warsaw.

Decision: HOC report to be sent for the Council meeting in Istanbul.

- 2012 Bid

An invitation letter to be sent out by the end of June (Secretariat). Bids to be received by the end of July.

#### **16. Summary on the group work at Paris Council Meeting October 2007**

Decision: Summary with the EB comments will be ready for the Istanbul council meeting.

Meta Wiborgh will go through the list and add comments within 14 days and send it to EB.

#### **17. Any other business**

- Email from Roger Price: There will be a recruitment meeting hosted by ASME and the national recruitment office of UK next year. They would like to invite participants who make regulations for selection for training in GP in the Wonca region countries.

Decision: Roger Price will draft a letter. It will be signed by Igor Svab and sent to all European colleges through Wonca Europe secretariat.

- Letter from Giorgio Visentin: “Patient information” provided by pharmaceutical companies - letter to the Health Ministers of the Member states and to the Permanent Representatives of the Member states.

Decision: Wonca Europe adopts the document.

- European Scientific Working group on Influenza (WONCA-ESWI collaboration) – letter from David de Pooter: Igor Svab was invited as an advisor.

Decision: Igor Svab will write a letter seeking more information. The invitation will be presented in Istanbul to the council.

At the end, the action sheet from Istanbul meeting was checked and adjusted.

**18. Next Meeting: Istanbul, 4 September, 2008**

June 2008

Job FM Metsemakers  
Wonca Europe Hon Secretary