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SUPPORT FOR THE HEALTH  
WORKFORCE PLANNING AND  
FORECASTING EXPERT NETWORK

## **WORKSHOP 1 – AGENDA ‘PLANNING FOR HEALTH PROFESSIONS: HOW TO ACT ON SKILLS NEEDS’**

6-7 February 2018

Thon Hotel Brussels City Centre, Avenue du Boulevard 17 1210  
Brussels

*This workshop is organised by the University of Leuven (KU Leuven) and the Standing Committee of European Doctors (CPME) and is part of a series of workshops foreseen in the frame of EU Health Programme 2014-2020 under a service contract (no. 20167301) with the Consumers, Health, Agriculture and Food Executive Agency (Chafea) acting under the mandate from the European Commission. The information and views set out in this mailing and in the workshop are those of the author(s) and do not necessarily reflect the official opinion of the Commission / Executive Agency. The Commission / Executive Agency do not guarantee the accuracy of the data included in this mailing and in the workshop. Neither the Commission / Executive Agency nor any person acting on the Commission's / Executive Agency's behalf may be held responsible for the use which may be made of the information contained therein.*

*The contract is signed with the joint tenderers, led by of Semmelweis University, and further consisting of the University of Leuven, the Italian National Agency for Regional Health Services (AGENAS), the Italian Ministry of Health and the Standing Committee of European Doctors (CPME).*

### **WP3 – Workshop 1: proposal for agenda**

**Title:** 'Planning for health professions: how to act on skills needs'

**Date:** 6-7 February 2018

**Location:** Thon Hotel Brussels City Centre, Avenue du Boulevard 17, 1210 Brussels

**Participants:** 45 participants, including workforce planners, workforce strategists, health professionals, experts in education policy, national policy-makers (min. 5 Member States), chronic disease patients (organisations), DG SANTE, DG EMPL, WHO, OECD, Chafea, DG GROW, DG EAC

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#### **6 February 2018**

<b>10.00</b>	▪ <b>Welcome coffee and registration</b>
<b>11.00</b>	▪ <b>Introduction to workshop, including background of tender's activities</b> <i>Potential speaker: SU, KU Leuven, CPME</i> <i>Objective: presentation of project, presentation of moderators, presentation of workshop objectives and scope</i>
<b>11.30</b>	▪ <b>Tour de table</b> <i>Moderator: CPME</i> <i>Objective: 1-2 minute presentation of each workshop participant</i>
<b>12.30</b>	▪ <b>Ice breaker: post-it tree and discussion</b> <i>Preparatory question: Once you have identified a skills need, what is the primary barrier you face in implementing action to address that need?</i> <i>What is the primary 'green light' you require to implement action to address that need?</i> <i>Objective: breaking ice between participants and facilitating further workshop discussion, collecting information on participants' expectations of workshop, formulating learning objectives</i>
<b>13.30</b>	▪ <b>Lunch</b>
<b>14.30</b>	▪ <b>Keynote presentation on context of discussion question, case study</b> <i>3 x 20 minute case studies</i> <i>Potential speakers: Matt Edwards (UK Ministry of Health), patient representative (TBC), Akiko Maeda (OECD)</i> <i>Discussion with audience questions collected via Poll Everywhere /</i> <i>Moderator: CPME</i> <i>Objective: presentation of good practice examples as learning opportunities for participants, illustrating different methodologies, encouraging debate</i>
<b>16.30</b>	▪ <b>Presentation of discussion questions and break-out session format</b> <i>Moderator: CPME</i> <i>Objective: clarifying format and objectives of break-out sessions</i>
<b>17.00</b>	▪ <b>End of workshop</b>

## 7 February 2018

<b>9.00</b>	<ul style="list-style-type: none"><li>▪ <b>Discussion in break-out sessions</b></li></ul> <p><i>Session A: Focussing on doctors, nurses and pharmacists, a region is seeking to identify potential to improve skills in communication with chronic disease patients.</i></p> <p>Moderator: Akiko Maeda, supported by CPME</p> <p>Format: 2 groups, used key note information/case study to build scenario // discuss answers on post-its</p> <p><i>Session B: Focussing on doctors, nurses and pharmacists, a region is seeking to develop a policy and technical programme to support professionals in continuously improving their skills.</i></p> <p>Moderator: Matt Edwards, supported by CPME</p> <p>Format: 2 groups, used key note information/case study to build scenario// discuss answers on post-its</p> <p><i>Objective: training participants' skills, facilitating collaborative learning, developing methodology to act on skills needs</i></p>
<b>11.00-11.30</b>	<ul style="list-style-type: none"><li>▪ <b>Coffee break</b></li></ul>
<b>12.30</b>	<ul style="list-style-type: none"><li>▪ <b>Lunch</b></li></ul>
<b>13.30</b>	<ul style="list-style-type: none"><li>▪ <b>Summary session with workshop participants' take home messages</b></li></ul> <p>Moderator: CPME</p> <p>Rapporteurs from sessions A and B: to be chosen from participants ahead of the workshop</p> <p><i>Objective: training participants' skills, facilitating collaborative learning, developing methodology to act on skills needs</i></p>
<b>15.00</b>	<ul style="list-style-type: none"><li>▪ <b>Conclusion</b></li></ul> <p>Moderator: CPME</p> <p><i>Objective: wrap-up, feedback on post-it tree</i><ul style="list-style-type: none"><li>▪ <b>Evaluation</b></li></ul><p>Per feedback form, coordinated by KU Leuven, CPME</p><p><i>Objective: collect feedback on format and content of workshop 1, collect information on opportunities for further discussions, e.g. via expert network, collect feedback for workshops 2-5</i></p></p>
<b>15.30</b>	<ul style="list-style-type: none"><li>▪ <b>End of workshop</b></li></ul>

Please note that the workshop will be processed in a report summarising the key learning elements and recommendations for action and, if relevant, further research.