

Terms of Reference

EPF Working Group on Universal Access to Healthcare

Overall remit

The working group will inform, guide and support EPF's work on Universal Health Coverage and Access to Healthcare. The Working Group will contribute to EPF's advocacy efforts that have a high-quality, safe, equitable and sustainable healthcare system at its core.

The group will take a lead on specific activities as defined by its members in an annual work plan. Position documents developed by the group will be subject to a consultation with the full membership before their formal adoption.

Mandate

There is no definite timeframe set for the Working Group. The work of the group will be evaluated after two years and a decision regarding continuation will be made.

Objectives

Guide EPF's strategy on access to healthcare and contribute to specific policy and project work relating to access to healthcare and universal health coverage including, but not limited to:

- The European pharmaceutical strategy, the revision of the pharmaceutical legislation, health inequalities, and "unmet (medical) needs"
- Monitoring developments related to the United Nations Sustainable Development Goal (SDG) 3 on health, with a reference to the recommendations EPF Roadmap published in 2017
- Contributing to EPF's advocacy work on the European Semester process as regards access to high-quality healthcare and the achievement of SDG 3
- Exchange ideas and expertise between patient organisations working on universal access to healthcare and related activities
- Contribute to full membership engagement and constructive cooperation between EPF members in developing policy positions, projects' work where relevant, and effective advocacy

Membership

Membership of the working group is open to all member organisations of EPF. Individual members should be nominated by their organisations to participate in the group.

In the event that a member is no longer able to fulfil their responsibilities as referred to below, they should inform the EPF Secretariat. Similarly, in the event a member is not fulfilling their commitment to the working group, EPF can refuse to support travel and accommodation costs and will relieve the member from her/his duties. In this case, a call may be circulated to the EPF membership in order to identify a new member.

Substitute or alternate members may be accepted when necessary, provided that the substitute is adequately briefed by the member and commits to reporting back to the member following the

meeting. Membership will be reviewed should there be a change in the EPF membership rules or criteria.

Members' Responsibilities:

- Members commit the necessary time to actively contributing to the work of this working group and commit to attending face-to-face meetings and ad hoc online meetings;
- Members commit to reporting back to their organisations following working group meetings;
- Members will provide proactive suggestions for meeting agenda items to the EPF secretariat. To this end, a request for suggestions will be circulated to members in advance of the meeting

Meetings and communication

The working group will meet annually in Brussels for a one-day meeting, and have regular virtual meetings as needed. The group will communicate mainly by e-mail.

Transparency

A list of the members of the working group and/or their affiliated organisations will be made publicly available on EPF's website. Minutes of the working group and draft documents pending formal adoption will be made available only to EPF's members via e-mail. The working language of the group is English.

Logistical arrangements

Administrative support and expenses for the group's annual meetings (travel, accommodation, subsistence) will be provided by the EPF Secretariat as appropriate and according to EPF travel and expense reimbursement policy.