



EUROPEAN COMMISSION

HEALTH & CONSUMER PROTECTION DIRECTORATE-GENERAL

HIGH LEVEL GROUP ON HEALTH SERVICES AND MEDICAL CARE

Document: Outline of working methods for the High Level Group	
Date: 14/09/2004	Reference: HLG/2004/4 REV2
To: Members	From: Secretariat
Action: For approval. This revised outline of working methods reflects the comments made at the first meeting of the High Level Group on 1 July 2004 and subsequent comments from delegations on the previous revised version (REV1). Changes are marked from the original text.	



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Brussels, 14 September 2004
HLG/2004/4 REV 2

HIGH LEVEL GROUP ON HEALTH SERVICES AND MEDICAL CARE

Subject: Working methods for the High Level Group

The aim of the High Level Group is to facilitate cooperation among Member States on health services and medical care to contribute to ensuring a high level of health protection for citizens throughout the Union. Building on the approach of the reflection process, the working methods of the High Level Group should be quite collegial and informal. One or more countries could take the lead for work on specific subjects; this first meeting could agree who would be happy to take forward which topic. The High Level Group should also provide a forum for closer interaction with other Commission services on issues relevant to health, who could be invited for discussion on specific topics.

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The High Level Group should in principle meet three times a year. It may also refer specific questions to working groups made up of members of the High Level Group, who may meet where and when necessary. This may include on the occasion of meetings of the High Level Group, or at other times or taking advantage of other events. Notifications and documents for all meetings should be circulated sufficiently in advance to allow proper consideration and preparation. The chairs of working groups and the Commission shall ensure regular reporting of their work to all members of the High Level Group, such as during plenary meetings of the High Level Group.

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The High Level Group shall consist of a representative appointed by each Member State (for whom the Commission will reimburse travel expenses according to the normal rules) and a representative of the Commission. Each representative may be assisted by a substitute. The High Level Group should maintain contacts with other bodies and committees working on relevant issues at regional, national and international level and exchange information regularly on work areas and topics in order to avoid gaps or duplication of effort. This should include both bodies established within European Union structures (such as the Social Protection Committee and the Economic Policy Committee) and others, in particular the World Health Organisation and the Organisation for Economic Cooperation and Development.

Building on the involvement of non-governmental organisations in the patient mobility reflection process, the High Level Group should also maintain regular contacts with civil society stakeholders to keep them informed of work and seek their input. Experts or

observers may also be invited to participate in the work of the Group or working groups where appropriate to maintain cooperation or for input on relevant issues, for example from the EFTA/EEA countries.

The Commission shall provide the analytical and organisational support for the High Level Group and any working groups, although members of the Group may also wish to contribute resources. The Commission shall also ensure appropriate publicity for the work of the High Level Group, in particular through maintaining a web-site for the High Level Group, making documents agreed by the High Level Group available to the public and ensuring regular reporting to the Council.

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