AG A1 Coordination Meeting
Minutes

Date: 29.09.2016
Time: 10:30-15:30
Venue: Università di Brescia, Piazza del Mercato 15
Meeting Type: face to face

Attendees

<table>
<thead>
<tr>
<th>Name</th>
<th>Code</th>
</tr>
</thead>
<tbody>
<tr>
<td>GO1 (Scientific Research and Advocacy on Adherence):</td>
<td></td>
</tr>
<tr>
<td>• Alessandro Monaco: <a href="mailto:alessandro.monaco@unibs.it">alessandro.monaco@unibs.it</a></td>
<td>AM</td>
</tr>
<tr>
<td>• Anna Giardini: <a href="mailto:anna.giardini@fsm.it">anna.giardini@fsm.it</a></td>
<td>ANG</td>
</tr>
<tr>
<td>• Elisio Costa: <a href="mailto:emcosta@ff.up.pt">emcosta@ff.up.pt</a></td>
<td>EMC</td>
</tr>
<tr>
<td>GO2 (Reinforce the role of the pharmacist):</td>
<td></td>
</tr>
<tr>
<td>• Alpana Mair: <a href="mailto:alpana.mair@scotland.gsi.gov.uk">alpana.mair@scotland.gsi.gov.uk</a></td>
<td>ALM</td>
</tr>
<tr>
<td>GO3 (Education and empowerment):</td>
<td></td>
</tr>
<tr>
<td>• Giuseppe Fico: <a href="mailto:gfico@lst.tfo.upm.es">gfico@lst.tfo.upm.es</a></td>
<td>GF</td>
</tr>
<tr>
<td></td>
<td>CC</td>
</tr>
</tbody>
</table>
• Clara Cena: clara.cena@unito.it

<table>
<thead>
<tr>
<th>GO4 (Exploit the potential of ICT for better adherence):</th>
<th>HP</th>
</tr>
</thead>
<tbody>
<tr>
<td>• Homer Papadopoulos: <a href="mailto:homerpap@dat.demokritos.gr">homerpap@dat.demokritos.gr</a></td>
<td></td>
</tr>
</tbody>
</table>

Promoter, Przemyslaw Kardas: pkardas@csk.umed.lodz.pl

Support Service, Roberto Zuffada: roberto.zuffada@funka.com

PK

RZ

**Apologies**

<table>
<thead>
<tr>
<th>Name</th>
<th>Code</th>
</tr>
</thead>
<tbody>
<tr>
<td>• Carlos Luis Parra: <a href="mailto:carlos.parra.sspa@juntadeandalucia.es">carlos.parra.sspa@juntadeandalucia.es</a></td>
<td>CLP</td>
</tr>
<tr>
<td>• Lucia Santos: <a href="mailto:lucia.santos@ordemfarmaceuticos.pt">lucia.santos@ordemfarmaceuticos.pt</a></td>
<td>LS</td>
</tr>
</tbody>
</table>

**Agenda/Programme**

<table>
<thead>
<tr>
<th>Time</th>
<th>Session</th>
</tr>
</thead>
<tbody>
<tr>
<td>10:00 – 10:30</td>
<td><strong>Renovated coordinated team</strong></td>
</tr>
<tr>
<td></td>
<td>• Roles and responsibilities</td>
</tr>
<tr>
<td></td>
<td>• Governance principles</td>
</tr>
<tr>
<td></td>
<td>• Partners engagement</td>
</tr>
<tr>
<td></td>
<td><em>Roberto</em></td>
</tr>
<tr>
<td>10:30 – 12:45</td>
<td><strong>Progress of the activities (GO1, GO2, GO3, GO4 + Synergy)</strong></td>
</tr>
<tr>
<td></td>
<td><em>All AG coordinators</em></td>
</tr>
<tr>
<td>12:45 – 13:00</td>
<td><strong>Update Renovated Plan:</strong></td>
</tr>
<tr>
<td></td>
<td>• Request for changes from the coordination team</td>
</tr>
<tr>
<td></td>
<td>• Possible changes raised by the promoters</td>
</tr>
</tbody>
</table>
Minutes

1. Renovated coordinated team

The renovated AG coordination team will take over the responsibilities to self-
manage and coordinate the AG at the end of the PROEIPAHA. From
01.01.2017, coordinators will be in charge of the overall management in terms
of content and activities organisation. More specifically the coordinators will be
responsible for

- Securing the implementation of the Action Plan
- Monitoring the progress of the individual commitments
- Updating content on the EIPonAHA portal
- Managing the Commitment Tracker Tool
- Informing partners (mailing list, Yammer)
- Governing the calls for commitments launched by the EC

Most relevant aspects to deal with will refer to the management of the
EIPonAHA portal (Commitment Tracker Tool, Action Group page, News and
Events content, Repository of Innovative Practices). Furthermore, coordinators
shall maintain partners engagement through mailing list, Yammer, animation,
communication, organisation of calls, face to face meeting.

PROEIPAHA will organise the handover releasing:

- Portal permissions given to AG coordinators
- Manual for the EIPonAHA portal management (CTT guidelines)
- Manual for the AG management (procedures)
- Webinars
- Mailing list and contacts

Some governing principles guiding the management of the AG:
The AG is self-governed
Participation to the EIPonAHA is on voluntary basis (no funding)
Coordination team can be renovated according to the needs of the AG
Action Plan can be updated on regular basis and upon request of the EC
EC is in charge of the strategic vision of the EIPonAHA
Coordination team is the primary interface of the EC for the implementation of the EIPonAHA objectives

EC will maintain the strategic vision and guide of the EIPonAHA. AG should interface with the EC via the liaison officer (currently Marianne Takki).

Coordinators appoints AM as main contact person to interact with the EC.

Coordinators raised concerns about:
- The amount of work that should be done from 01.01.2017 in terms of administrative and bureaucratic duties. The lack of a support service might be a problem for the day by day activities of the AG
- It is not clear which the impact of the EIPonAHA has been since now (ref. MAFEIP tool). An assessment of the initiative impacts would be helpful to plan and orient the progress of the AG activities.

GO1

ANG + EMC

Sprint - at the CoP will be presented the Index of a Manual on Adherence, which will focus from a holistic point of view on adherence, giving space to the multidimensional expertise present in the A1 collaborative Group and in the A1 network. No other text as the one we propose, at the best of our knowledge, is available on the market.

Long-time work: by the end of 2017 the Manual will be published. Moreover a collaborative work will start as a think tank on the topic “Rethinking the concept of adherence in the elderly”, with the aim of producing a position paper or a White paper.

GO2

For this general objective activities will follow up as planned. Further information will be provided.
GO3

GF

SO3.1: two surveys will be circulated among partners, the first to map existing health services that professionals are currently providing in relation to patient empowerment, the second to be delivered to patients association (AGE PLATFORM could help), aims at eliciting needs from older adults and related stakeholders.

SO3.2: this objective aims at achieving a holistic approach for adherence interventions and implementations, for this reason it takes input from the results of the other SOs (see annexed presentation). Complete This view could be presented at the CoP, to make audience clear about the overall vision of the A1 group.

GO4

HP

Sprints accomplished:

<table>
<thead>
<tr>
<th>S 1</th>
<th>Study of the role of information technology in adherence to medical plans.</th>
<th>The core partnership is formed</th>
</tr>
</thead>
<tbody>
<tr>
<td>S 3</td>
<td>Workshop (academics and researchers will lead it) to develop the V0.1 draft of the EU study.</td>
<td>Workshop organised within the realm of the 4rd HELLENIC FORUM FOR SCIENCE, TECHNOLOGY AND INNOVATION hosted by NCSR every year.</td>
</tr>
<tr>
<td>S 4</td>
<td>First draft (V0.1) of the EU Scoping study for ICT in Adherence to therapies and polypharmacy</td>
<td>Draft report for ICT and adherence has been released.</td>
</tr>
</tbody>
</table>
ESAPCOMP 2016 Conference 17-19 November Lisbon Portugal: A poster will be presented for A1 Synergy and A1-GO40.

Potential papers to be published within 2016:

- A paper for the formation and objectives of the A1 Synergy and G04 group will be prepared
- Carlos Parra will send an abstract of 500 words in MIE 2017 in Manchester before 31 October 2017

Cooperation with International groups and partners is a continuous activity. A meeting with Chinese group will be conducted in WHOIT - Barcelona

2. Update of the Renovated Action Plan

The Renovated Action Plan (RAP, version February 2016) could be updated in the light of the new submitted commitments and the need to revise the description of the General Objectives due to the evolution of the AG activities. It would be suitable not modifying the wording of the title of general objectives, sprints etc. since this would have impact on the on-line Commitment Tracker Tool and would require its modification.

RZ will circulate the current version of the RAP jointly with these minutes. AG coordinator will propose revision by end October.

3. Wrap-up, Next meetings

AHA Summit

Pre-registration facilities will be distributed to all A1 members.

A1 presentations

- Session 7th Dec. 14:30-15:30, proposed topics
  - Index of a Manual on Adherence, which will focus from a holistic point of view on adherence (AG + EMC) in connection with GO3
  - SIMPATHY (who?)
  - Synergy in connection with GO4 (HP)
- Reference Site: to contact Sibilia Quilici
- Exhibition Area 6th and 7th Dec.
  - Coordinators + promoter to attend the EC booth for giving information to the public
- Plenary (to be confirmed)
  - 1 A1 video to be performed during a 1h session crossing all AGs
  - The video should last 2-3 min. and show impact of the participation of the organisation to the EIPonAHA
  - The video could be already existing or made on purpose
  - The video will be followed by Q&A and animated by 1 moderator.
  - Homer Papadopoulos suggested to present a short video (1 min) of an advanced technical solution developed/updated within EU funded projects to support elderly people adhere to their medication. The video presents the technical IoT part of the solution (concerns GO4 activities). The video can trigger the discussion of what is missing from this solution (like training, empowerment social support etc) and presents to the audience the whole chain of the A1, meaning the GO1-GO3. In that case after the video the other coordinators present their Groups and comment on the missing parts. In that case the value of A1 group (the holistic approach to the adherence) will be presented.

Wrap-up

Next meetings
- Webinar on “Adherence terminology and taxonomy for EIP on AHA” 7th October. Invitation sent and registration open
- ESPACOM Conference: A1 partners could have the possibility to have some talks and progress with the planned activities in preparation of the CoP2016
- A1 face to face meeting, 25th October: cancelled and moved to 8th Dec.
- A1 face to face meeting, 8th Dec. (9:30 – 12:30) alongside the AHA Summit. Proposed agenda topics
  - Update on the AG governance (2017-2018)
  - Follow up of the GO activities. Long term actions and debriefing of the CoP2016
  - Follow up of the commitment progress reporting
  - Interaction with RS
  - Danish experience
## Actions list

<table>
<thead>
<tr>
<th>Action</th>
<th>Deadline</th>
<th>Responsible</th>
</tr>
</thead>
<tbody>
<tr>
<td>Handover of the EIP on AHA roles and responsibilities to the AG A1 coordination team (Manuals and guidelines)</td>
<td>End November</td>
<td>PROEIPAAHA team</td>
</tr>
<tr>
<td>Prepare GO1 presentation for the CoP2016 (sprint)</td>
<td>Beginning December</td>
<td>ANG + EMC</td>
</tr>
<tr>
<td>Update Renovated Action Plan</td>
<td>End October</td>
<td>A1 coordinators</td>
</tr>
<tr>
<td>AHA summit: pre-registration sent to A1 members</td>
<td>By 7th October</td>
<td>RZ</td>
</tr>
<tr>
<td>Contact Sibilia Quilici for the presentation of the Reference Site activity at the AHA Summit, AG A1 session</td>
<td>As soon as possible</td>
<td>EMC</td>
</tr>
<tr>
<td>Prepare AG A1 face to face meeting agenda, 8th Dec</td>
<td>Mid-October</td>
<td>PK + RZ</td>
</tr>
<tr>
<td>Confirm A1 meeting 8th Dec. 9:30-12:30 with EC</td>
<td>First week of October</td>
<td>RZ</td>
</tr>
</tbody>
</table>