XII ECPD INTERNATIONAL SPECIALIST PROGRAM

PREPARATION, PLANNING, EVALUATION, IMPLEMENTATION AND MANAGEMENT OF
HEALTH SECTOR PROJECTS

Basic Program 19 – 22 September 2022

ECPD Regional Center for Development Studies Pula (Flaciusova 18)

P R O G R A M

Program Co-Directors and leading lecturers

Prof. Dr. Miodrag Ivanović, *Professor at the ECPD UN University for Peace, Great Britain*

Prof. Dr. Jason Janish Madan, *Professor at the University of Warwick, Great Britain*

Monday, 19 September

09:30 – 10:00 Registration of participants

10:00 – 13:30 **Introduction: Objective, content and structure of the Program**

Definition, significance and role of the project

Projects in healthcare and related disciplines: healthcare (situation in the region and incentive for future projects); economics (decision technique); management (tools for measuring progress) and finance (tools for monitoring project progress)

13:30 – 14:30 Break

14:30 – 15:30 **Health situation in the country and region as a source of data and incentive for healthcare projects**

Presentation of the OECD and European Commission report "Health at a glance 2020: State of Health in the EU cycle". The paper contains more than one hundred health indicators in a comparative way for the EU27. Based on the indicators, we will discuss the state of health in the EU and the Balkans, considering key problems and necessary programs and projects.

15:30 – 16:30 **Basic principles of preparation, planning, implementation, monitoring and evaluation, and project management in healthcare**

Definition and structure of planning, health needs and demand, goals and objectives, planning cycle, analysis of the state of health, determination of goals, assessment of resources, determination of priorities, formulation of the plan, programming and implementation, evaluation. Analysis and evaluation of general planning principles in healthcare - Logical model and its use in the preparation of projects in healthcare.

16:30 – 17:00 Panel discussion

Tuesday, 20 September

10:00 – 11:45 **Concept and definition of indicators. Indicators for measuring the state of healthcare, the state and needs of the population.**

Common indicator metrics, examples of indicators, types of indicators, health indicators. Performance indicators, linking indicators to a logical framework, criteria for selecting indicators. The importance of indicators for the collection, transmission, processing and analysis of input and output data.

11:45 – 12:00 Break

12:00 – 13:30 **Principles and elements of the logical model and its use in the preparation of projects**

The structure and content of logical models that are applied in planning, implementation, management, monitoring, analysis and evaluation of healthcare projects

Data sources used for healthcare projects

(census, civil registers, population surveys, individual health records, health service records, resource records and administrative records, specific data for the needs of the project)

13:30 – 14:30 Break

14:30 – 15:30 **Strategic and operational analysis of project management I**

Health situation and assessment of current trends. Identification and analysis of health needs - structure and content, analysis of existing health services. Analysis, ratings and priorities

Assessment and analysis of the business environment (PESTEL analysis, EFQ Model, Stakeholder analysis and GAP analysis. Assessment and analysis of healthcare organizations - SWOT, TOWS)

Practical preparation of SWOT, PESTEL and STAKEHOLDER analysis

15:30 – 16:30 **Strategic and operational analysis of project management II**

Growth, strategic options and future development – critical success factors (Ansoff model, "Bowman o'clock", Porter's generic strategies)

Vision, mission, goals and action plans

Health: quality, safety and ethics

Budget, HRM plan

Database quality (target group)

16:30 – 17:00 Panel discussion

Wednesday, 21 September

10:00 – 11:45 **Evidence Based Medicine (EBM)**

The role and importance of data analysis and interpretation, current problems in reporting at the national and international level, preparation and presentation of the final report on the findings and achieved project goals, the formation of recommendations for solving problems and an action plan for their implementation. Basic principles of analysis, interpretation and presentation of project results

Quality of collected data in the project

Components of data quality: coverage, completeness, relevance, accuracy, frequency, required volume, timeliness and availability. Knowledge of the components of data quality

11:45 – 12:00 Break

12:00 – 13:30 **Writing project proposals and reports**

Components of the report and their content (introduction, objectives, methodology, findings and results, discussion, conclusions and recommendations, references, annexes). Getting to know the structure and writing of project proposals and final reports

Project data management

Aspects of data handling, from collection, storage, quality control and flow, to processing, compilation and analysis.

13:30 – 14:30 Break

14:30 – 15:30 **Quality of collected data in the project**

Components of data quality: coverage, completeness, relevance, accuracy, frequency, required volume, timeliness and availability. Leading practice and knowledge of data quality components. PRISM - checklist

15:30 – 16:30 **How to prepare a project proposal for funding from the fund of the European Commission**

General principles of EC funding, criteria, preparation of content, structure of project proposal, analysis of problems and solutions based on evidence, determination of objectives based on SMART principles, determination of indicators, types of indicators, methods and resources, target groups, political relevance, respect for EU recommendations. Preparation of project proposals according to EC requirements.

Exercises: Preparing a grant application

16:30 – 17:00 Panel discussion

Thursday, 22 September

10:00 – 11:45 **Key elements of the project plan and practical development with the application of a logical model**

The main content and structure of the project plan

Goals and long-term effects (SMART approach)

Target groups/population

11:45 – 12:00 Break

12:00 – 13:30 **Implementation, coordination and communication
(plan, techniques and methods)**

Critical success factors, strategy and project implementation

Project coordination (project plan, budget, HRM plan, organizational structure; project team meetings. Project documentation)

13:30 – 14:30 Break

14:30 – 16:00 **Analysis and evaluation of project results in the health sector**

Main analysis tools, techniques and methods

Identification of key evaluation points

Evaluation questions, indicators and objectives

Promotion of project results: Dissemination and use of information

Strategies, methods and effectiveness of promotion. Use of information for decision-making, goals and method of data dissemination, presentation of information to potential users, building an information culture

16:00 – 17:00 **Final panel discussion and concluding remarks**

17:00 – 17:30 **Delivery of the ECPD UN University for Peace International Certificates**