



Luxembourg, 06/12/2016

Expert Group on Health Information Consolidated Terms of Reference and Work Programme for 2017-2020

1. Designation and overarching aim

The European Commission's Expert Group on Health Information (EGHI) is a consultative structure with representatives from EU Member States and EEA countries, acceding and candidate countries, and international organisations. The EGHI's overarching aim is to support the implementation of the EU Health Strategy with regard to health information and improve EU Member States' capability for evidence-based health policy making.

2. Terms of reference

The terms of reference of the EGHI are:

- to advise the relevant Commission Services on health information needs, technical solutions and priorities to support the implementation of the EU Health Strategy;
- to provide an interface between EU level health information policies, projects and activities and Member State authorities;
- to facilitate the implementation of EU-wide health information activities at the national level;
- to act as a platform for cooperation and collaboration on health information at the EU level; exchange information on, and create synergies between health information activities carried by EU Member States, the Commission, and international organisations;
- to share information and best practice in using health information to inform national health policy and strategy;
- to interface with national competent authorities and national Public Health Institutes and data providers;
- to interface with other EU expert groups advising on the health component of key EU policies.

3. Membership, Observers, Experts, and Third Parties

- The EGHI membership consists of one representative per EU Member State and other EEA countries, nominated by the country's Permanent Representation to the EU.
- The Chair may give observer status to acceding, candidate, or other third countries where it is in the interest of the European Union that such country is involved in the work of the Group, in particular where this involvement is based on an international agreement, an administrative arrangement or on EU legislation.
- The notification of the designated representatives, their alternates and any changes thereof shall be made in writing to the Commission, to the attention of the Head of Unit Country Knowledge and Scientific Committees of the Directorate-General for Health and Food Safety (DG SANTE). Member States shall ensure continuity of representation in the Group.
- Additional experts may accompany country representatives as Observers. Within a reasonable period of time before the date of a meeting, the names and functions of the experts shall be communicated to the Chair of the Group. The reimbursement of travel expenses by the

Commission is limited in principle to one person per Member State, in accordance with the provisions in force within the Commission.

- In addition, the Chair, acting on own initiative or on a proposal of a Group member, may, on an ad hoc basis, invite experts to participate in a meeting where the agenda requires specific competence which can otherwise not be covered. Experts may represent national entities, or international bodies.

4. Working methods

- The EGHI is chaired by a representative of the European Commission.
- The EGHI holds at least two plenary (in-person) meetings a year, convened by the Chair. Joint meetings of the Group may be convened with other bodies to discuss issues coming within their respective areas of responsibility.
- The EGHI may create working groups or task forces to discuss specific topics and notify the Secretariat of the Group of the designations. EGHI Members can nominate additional representatives to these sub-groups. The sub-groups elect their Chairs. The working groups and task forces shall report to the Group.
- The European Commission shall provide the Secretariat to the EGHI and its sub-groups.
- The Chair of the Group and of the working groups or task forces shall draw up the draft agendas and submit them to the members of the Group or the respective working group or task force before the meetings. The agenda shall indicate whether points will be for information or for discussion. A list of documents, if available, shall be drawn up for the respective agenda points. The agenda shall indicate for which items security clearance shall be required. Any member of the Group or of a working group or task force may propose a new item on the agenda for the corresponding meeting. The agenda shall be adopted by the Group or working groups or task forces at the start of the meeting.
- The minutes of the meetings shall be recorded by the Secretariat and sent to the participants for approval. If there is any disagreement, the proposed amendment shall be discussed by the EGHI. If the disagreement persists, the discussion shall be annexed to the minutes.
- Members and Observers of the EGHI and its sub-groups shall inform the Chair of any conflict of interest¹ with regard to a particular item on the agenda. In the event of such a conflict of interest, the person concerned shall, at the request of the Chair, withdraw from the meeting whilst the relevant items of the agenda are being dealt with.
- Members of the Group and their alternates, experts, observers and third parties shall comply with the obligations of professional secrecy laid down by the Treaties and their implementing rules. They shall treat all documents submitted to them as confidential², unless access is granted to those documents by the Commission in accordance with Regulation (EC) No 1049/2001³.
- All collecting, processing and publishing of personal data for the purposes of these rules of procedure shall be in accordance with Regulation (EC) No 45/2001⁴ and Directive 95/46/EC⁵ where applicable. Each participant has the right to decline before or during the meeting that his/her name will be published on the website.

¹ As an example, Article 57(2) of Regulation (EU, EURATOM) No 966/2012 of the European Parliament and of the Council of 25 October 2012 on the financial rules applicable to the general budget of the Union and repealing Council Regulation (EC, Euratom) No 1605/2002 contains a specific definition of a conflict of interest, which reads: "a conflict of interests exists where the impartial and objective exercise of the functions of a financial actor or other person, (...), is compromised for reasons involving family, emotional life, political or national affinity, economic interest or any other shared interest with a recipient."

² In accordance with Article 339 TFEU, "[t]he members of the institutions of the Union, the members of committees, and the officials and other servants of the Union shall be required, even after their duties have ceased, not to disclose information of the kind covered by the obligation of professional secrecy, in particular information about undertakings, their business relations or their cost components".

³ Regulation (EC) No 1049/2001 of the European Parliament and of the Council of 30 May 2001 regarding public access to European Parliament, Council and Commission documents (OJ L 145, 31.5.2001 p. 43).

⁴ Regulation (EC) 45/2001 of the European Parliament and of the Council of 18 December 2000 on the protection of individuals with regard to the processing of personal data by the Community institutions and bodies and on the free movement of such data (OJ L 8, 12.1 2001, p. 1).

⁵ Directive 95/46/EC of the European Parliament and of the Council of 24 October 1995 on the protection of individuals with regard to the processing of personal data and on the free movement of such data (OJ L 281, 23.11.1995, p. 31).

EGHI Work Programme 2017 - 2020

Area	Actions to take	Timetable
Support of EU Member States for evidence-based health policy making	<ul style="list-style-type: none"> - Steer EU-level efforts to collect, process, analyse, report, communicate and use comparable health information and knowledge. - Advise on the required health information activities to understand the dynamics of EU citizens' health in order to support policy on public health and health systems in the EU. - Support on-going EU-level efforts around aligning health data definitions, collections and analyses. - Exchange information on health information activities by EU Member States, the Commission, and external organisations, and facilitate cooperation between these - Facilitate the implementation of EU-wide health information activities at the national level. 	2017-2020 Plenary meetings
To support the implementation of the EU Health Strategy	<ul style="list-style-type: none"> - Provide technical and scientific guidance for EU level policies, projects and activities on health information. - Evaluate the existing evidence base for the implementation of the Information component of the EU Health Strategy. - Advise the Commission on evidence gaps and the need for further action, joint work and/or research in these areas. 	2017-2020 Plenary meetings
State of Health in the EU cycle	<ul style="list-style-type: none"> - Provide technical guidance on how to close gaps in health data, strengthen existing indicators or address priorities for further analysis as identified throughout the <i>State of Health in the EU</i> cycle. 	2018-2020 Plenary meeting and if necessary working group meetings
Joint action on Health Information	<ul style="list-style-type: none"> - Providing guidance on the proposed Joint Action on "Health Information leading towards a sustainable EU health information system that supports country knowledge, health research and policy-making". 	2017-2019 Plenary meetings
ERIC	<ul style="list-style-type: none"> - Provide technical and scientific advice as needed to the forthcoming ERIC on health information. 	2018-2020 Plenary meeting /back to back with EGHI meetings (e.g. replacing the Bridge health task force)
WHO / OECD / European Observatory on Health Systems and Policies	<ul style="list-style-type: none"> - Providing technical support on mapping common areas of interest among International Organisations in view of simplification and reducing the reporting burden in Member States. 	2017-2020 Plenary meeting/ ad hoc working group in collaboration with International Organisations and ESTAT