

Joint Action on Health Information

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Management of the Joint Action



Management of the Joint Action

- The aim of this work package is to manage the Joint Action and to systematically monitor its activities. This includes the day-to-day follow-up of the scientific, administrative and financial aspects. WP 1 will ensure that the contractual obligations are fulfilled and ensure the expected results are delivered as planned.
- The objectives are:
 - To effectively monitor the JA in scientific, administrative and financial aspects.
 - To guarantee the adherence to the work plan, the overall project aim, available resources and timing.
 - To secure timely submission of interim progress reports and cost statements.
 - To facilitate and ensure convergence between WPs to work together towards a sustainable EU health information system

- **Tasks:**
 - Task 1.1. Coordination of the Joint Action
 - Task 1.2. Administrative Project Management
 - Task 1.3. Risk Management
- **Deliverables:**
 - D1: Risk management and contingency plan.
 - A plan that identifies critical risk events processes which could have an adverse impact on the action, the likelihood of their occurrence, their impact and consequences, and also measures to avoid or minimise the risks.
 - The D2 interim and D3 final report will be produced in addition to the economic report.

Dissemination



- To ensure that the results of the project are available to the target audience.
 - Task 2.1. Coordination of internal and external communication
 - Task 2.2. Visual identity
 - Task 2.4. JA on tour (EUPHA, Gastein)
 - Task 2.3. Audiovisual communication
 - Task 2.5. Publications
- Online platform, website, production of leaflets, flyers, abstract book, newsletters, conference/workshop proceedings, press releases, social media and scientific papers.

- **D 2.1. Leaflet**
 - A Leaflet to promote the project must be produced at the beginning of the JA.
- **D2.2. Abstract Book**
 - An abstract book will be delivered with fact sheets on the activities carried within the JA.
- **D2.3. Website**
 - Each JA must have a dedicated website. This can have a public part and another one accessible only to the applicants.
- **D2.4 Promotional video**
 - A promotional will be produced on the activities of the JA.

Evaluation



Evaluation



- The activities of the JA will be evaluated against its planned and achieved objectives. To monitor the JA SMART objectives will be defined including related process, output and outcome indicators.
- Follow-up Committee with representatives from EGHI, EG HSPA, Ministry of health and research, academic.
- Committee will meet 3 times (months 10, 20 and 36).
- Deliverable: Report Follow-up Committee Assessment

Get in contact with us.

