

Quality assurance report Nº 3

D8.1

Project reference No.	561854 – EPP – 1 – 2015 – 1 – AR – EPPKA2 – CBHE – JP
Work package	WP8: Quality assurance
Nature	Report
Dissemination Level	Project consortium members
Date	15/04/2017
Elaboration and edition of the document	Universidad de Buenos Aires (UBA) – Quality Auditor
Document description	Third quality audit report. This document describes the evolution in the implementation of the project activities, as well as the quality assurance activities carried out and the compliance of the project deliverables with the quality standards set in the Quality Management Plan.



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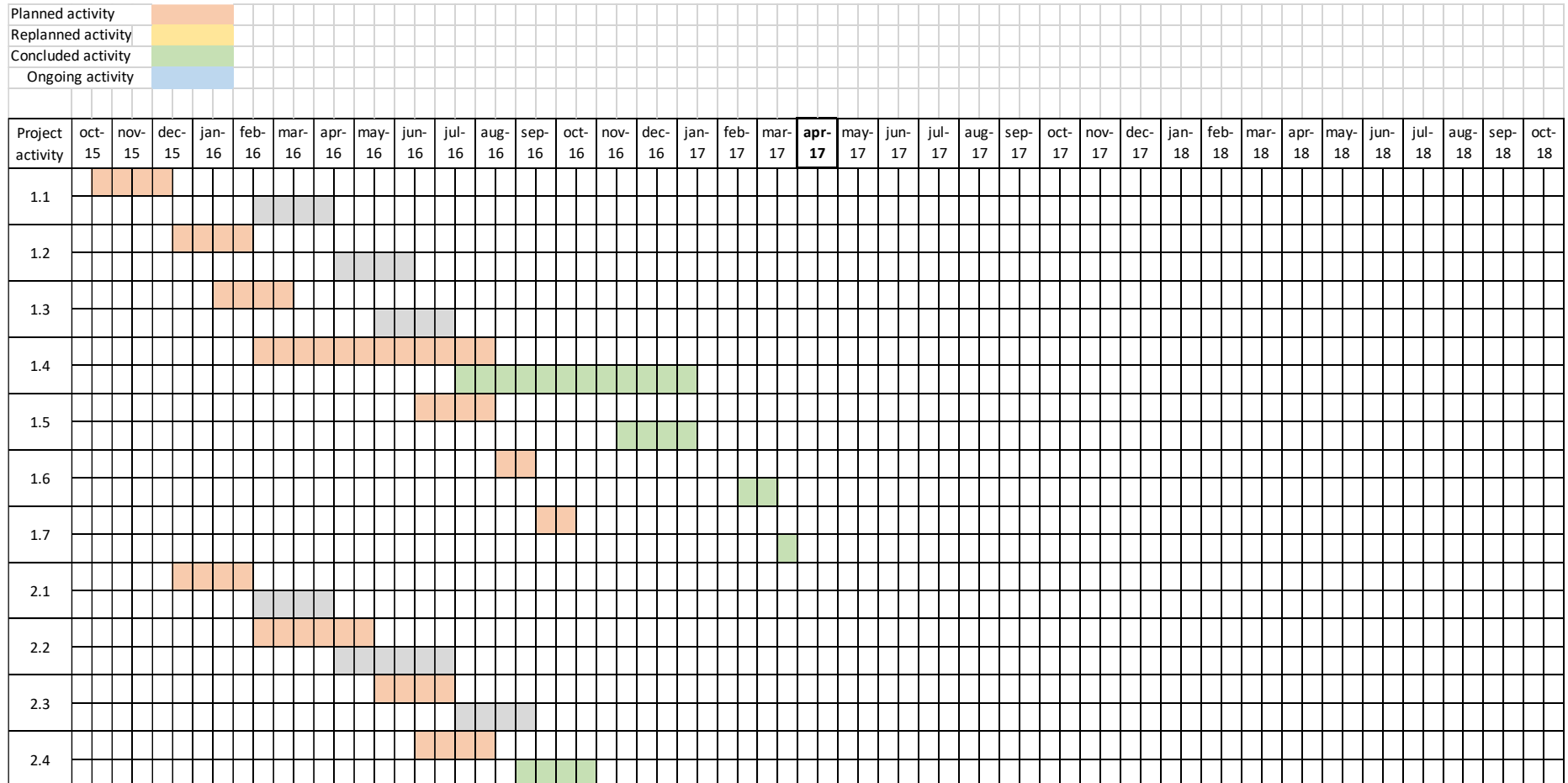
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Professionalization on Result-based Healthcare Management
through Distance Education and Simulation-based Training

1. Progress in the Project execution





Professionalization on Result-based Healthcare Management
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Project activity	oct-15	nov-15	dec-15	jan-16	feb-16	mar-16	apr-16	may-16	jun-16	jul-16	aug-16	sep-16	oct-16	nov-16	dec-16	jan-17	feb-17	mar-17	apr-17	may-17	jun-17	jul-17	aug-17	sep-17	oct-17	nov-17	dec-17	jan-18	feb-18	mar-18	apr-18	may-18	jun-18	jul-18	aug-18	sep-18	oct-18			
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There has been a reschedule of Activity 5.3, the implementation of the first step of the cascade training course for the LA HIEs' staff involved in the healthcare management programme. In consequence, activities 5.4, 5.5 and 5.6 were rescheduled too.



2. Project activities and quality assurance activities carried out

2.1. Concluded activities since previous report

Activity 1.4. *Development of two situational analyses: a) LA HEIs staff needs for the integration of digital technologies and pedagogies into curriculum designs; b) Profiles and competences of the professionals who hold managerial positions in LA healthcare services.*

Participating organizations: ISALUD - UBA - UNIROMA - UNSSA - UEES - UNIGRAN – UNIBE

The coordinator, UBA and UNIROMA1 shared with the other four LA HEIs the analysis and systematization of the user needs. They developed together two situational analyses: a) The needs of the staff of LA HEIs for the design of the new curriculum b) The competences that the professionals who hold managerial positions in LA healthcare services need to develop. Reports of each of those analysis were elaborated: D1.2 and D1.3

Activity 1.5. *Discussion and workshops for the elaboration of the background documents for a LA curricular proposal for the professionalization of healthcare management.*

Participating organizations: ISALUD - UBA - UNIROMA - UNSSA - UEES - UNIGRAN – UNIBE

ISALUD, UNIROMA and the rest of the LA HEIs defined, in a videoconference, the specific products resulting from the workshops to be carried out on each LA HEI.

Each LA HEI elaborated a report of the workshop carried out and submitted it to the Project coordinator. Those reports were used as an input for the elaboration of the background documents for the curricular proposal.

Activity 1.6. *Elaboration and publication of the background documents.*

Participating organizations: ISALUD – UNIGRAN

ISALUD and UNIGRAN worked together in the elaboration of the document “Background documents for a curricular design for the professionalization of healthcare management in LA” (D.1.4), using as inputs the products of the workshops carried out by all the LA HEIs and the situational analysis reports (D1.2 and D1.3).

The document was shared with all the consortium members, published on the website of the project and disseminated through the customary channels of the HEIs.

Activity 1.7. *Presentation of the background documents before the authorities of the main national and regional actors.*

Participating organizations: ISALUD – UBA

The background documents were presented before the Argentinian and Paraguayan ministries of education, as well as public and private university associations and healthcare leaders, as Directors and Head of Departments of different Hospitals.

Activity 2.4. *Design and preparation of orientating guidelines and support devices for those who participate in the curricular design in each Latin American HEI.*

Participating organizations: UBA - UNSSA - UEES - UNIGRAN - UNIBE

The development of the guidelines involved all LA partners. The coordinator with all LA HEIs held virtual meetings through Skype for the elaboration of the guidelines.

Activity 4.1. *Discussion and workshops for the elaboration of the baseline for a regional curricular proposal for the professionalization of healthcare management.*

Participating organizations: UBA - UNIROMA - EHESP - UNSSA - UEES - UNIGRAN – UNIBE

All the partners involved in the activity elaborated the programme and defined the specific products resulting from the workshops to be developed at El Salvador.

UBA and ISALUD elaborated and shared among the participants of the workshops a list of the minimum contents of the baseline for the regional curricular proposal.

Workshops at El Salvador were developed from 6th to 10th February, 2017. The meetings were held at UNNSA and UEES, and the consortium members worked together in order to establish agreements for the baseline for the curricular proposal.

UNIBE made a report with the summary of the activities carried out in the workshops.

Activity 4.2. *Elaboration of the ‘Baseline healthcare management cluster curricula’ for LA HEIs.*

Participating organizations: ISALUD - UBA - UPNA - UNIPV - UNIROMA - EHESP - UNSSA - UEES - UNIGRAN - UNIBE

A peer review of the proposed curricula was carried out by experts of the European HEIs, in order to ascertain their coherence with the baseline proposed in the workshops. The main observation they made was that there were too many contents in each module of the course.

Activity 7.3. *Maintenance and administration of the website.*

Participating organizations: ISALUD – CBIM

There was an agreement among all the relevant stakeholders to work together on the the maintenance and administration of the website. This activity, although it's informed as concluded in this report, it is an ongoing activity, being carried out by ISALUD with the collaboration of UBA, UNIROMA and UNIPV, and will be extended beyond the end of the project. With renewal of the maintenance and administration agreement between the 4 universities, every three years.

Activity 7.6. *Designing and printing of graphic material for each HEI (poster, banner, diptych, etc); editing and printing of orientating and supporting guidelines, baseline and academic documents.*

Participating organizations: ISALUD - UBA - UNSSA - UEES - UNIGRAN - UNIBE

There has been an agreement among all the relevant stakeholders on the designing and printing of graphic material.

2.2. Ongoing activities

At the date of this report, the following activities are being carried out:

3.5. Releasing of the final version of the CSHCMT.

3.6. Monitoring development and testing of the simulation software prototype and the final version of CSHCMT.

3.7. Development of simulation cases for the CSHCMT; testing and tuning of the CSHCMT upon request of pilot users.

4.3. Design of a customized curriculum in healthcare management for each LA HIEs.

4.4. Elaboration of the syllabus for all the curricular areas of the curricular proposal.

6.1. Management of the approval of the new curriculum by the legal authorities.

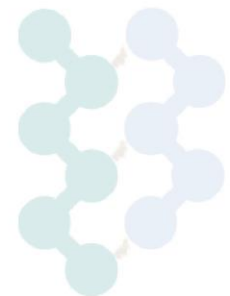
7.5. Elaboration of 6 bulletins and distribution among the target groups.

7.7. Organization of meetings for the dissemination of the project among the HEIs of the country, the professional associations of each country, the Ministries of Health and Education, and representatives of regional and international agencies.

7.8. Social media coverage to increase visibility: press interviews, press releases, elaboration and publication of different articles in printed media.

8.4. Monitoring, assessment and control of the predetermined and defined standards and goals.

- 8.5. Elaboration of the project quality assurance report at month 6; 12; 18;24; 30 and 36.
- 9.2. Planning and development of meetings for the administration of the project.
- 9.3. Designing and administration of the organizational and communicational structures (internal and external).
- 9.5. Collection and storage of data for the monitoring of the project and the elaboration of reports and budgets.
- 9.6. Periodic actualization of the plan and monitoring of the fulfillment of the working schedule.
- 9.7. Monitoring, assessment and control of any deviation in the progress of the project.
- 9.8. Elaboration of mid-term report.
- 9.9. Control of the use of resources and budgetary execution.
- 9.10. Monitoring of the compliance of the grant agreement.



3. Assessment of the quality level of the project deliverables

The deliverables produced at the date of this report, and since the date of the previous report, are the following:

D1.2 Report on opportunities for LA HEIs to improve the quality of their virtual learning environment (VLE) and the training needs of their staff for the integration of digital technologies and pedagogies into curriculum designs and courses delivery.

D1.3.: Report on needs and preferences for e-learning in healthcare management of healthcare professionals of LA countries, as well as the profiles and competences of the professionals who should hold managerial positions in healthcare services in LA.

D1.4: Background documents for a curricular design for the professionalization of healthcare management in LA.

D2.2: Guidelines for curricular development through distance education and simulation-based training.

All these documents comply with the quality standards set on the QMP referred to reports and documents:

Elaboration of the document in a template with the EU and LASALUS project logos in the page heading and the inscription: "Co-funded by the Erasmus+ Programme of the European Union". Coherence between the document content and the objectives of the corresponding WP. Coherence in the structure of the document, which highlights the objectives of the corresponding WP and the results and activities stated in the document. Spanish and English versions of the document in which clarity in the language employed and an appropriate vocabulary and syntax have to be ensured. Explicit reference to the person in charge of the elaboration and edition of the document.

D7.2: LASALUS News bulletin 1 and 2

The two first news bulletins of the project were elaborated and published. Their content was previously discussed with all the consortium members. They were published on the website of the project and sent to all consortium members for the dissemination through their customary channels and to all the contacts of the project's dissemination database.

4. Quality assessment instruments

4.1. Workshop assessment form

WORKSHOP, AT THE UNIVERSITIES NUEVA SAN SALVADOR (UNSSA) Y EVANGÉLICA DE EL SALVADOR (UEES), FOR THE DEVELOPMENT OF A COMMON CURRICULAR DESIGN FOR THE PROFESSIONALIZATION OF THE HEALTH CARE MANAGERS IN LATINAMERICA

ACTIVITY 2.2 ASSESSMENT FORM 4.1 (Discussion and workshops for the elaboration of the baseline for a regional curricular proposal for the professionalization of healthcare management), corresponding to the Work Package Nº 4 (Curricular design for the training of professionals in healthcare management).

The general objective of Activity 4.1 was to reach a consensus, on the part of the Latin American HEIs, on a common basic curricular development, for the professionalization of health care managers. Always starting from the technology and knowledge transfer of European HEIs through good practices and lessons learnt, for them to be applied in the elaboration of the curriculum and in the development of the simulator, which are both part of the project. Said transfer will be useful for Latin American HEIs to revise traditional practices used in the curriculum design and in the application of e-learning tools, multimedia technology and simulation. The curriculum design will be aimed at the distance higher learning of the different professionals at managerial levels in Latin American health care organizations. Curriculum development based on competencies, and with segmentation according to the different profiles of students.

With the aim of collecting information concerning the development of activity 4.1, we kindly request to the members of the teams of the Universities that participated in the workshop of El Salvador, to complete this assessment tool.

1. Regarding the objectives, contents, strategies and material:	Mark with a cross where applicable			
	To a large extent	To a moderate extent	To a small extent	Not at all
a) Were the objectives of the workshop defined in a clear and precise manner?				
b) Were the activities of the workshop significant to achieve these objectives?				
c) Did this workshop allow the acquisition and sharing of new knowledge and experiences related to the curriculum design on health care management?				
d) Did the work methodology enable feedback with the speakers?				
e) Was the material delivered to you appropriate in amount				

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and quality?				
f) Did the translation allow the fluent communication with the speakers?				
g) If you have any further remarks, please let us now in this section:				

Thank you for your cooperation!

2. The participants at the workshop:	Mark with a cross where applicable			
	To a large extent	To a moderate extent	To a small extent	Not at all
a) Asked relevant questions, in order to improve their understanding of the topics presented.				
b) Expressed their opinion as to the situation in their institutions or their country, regarding the topics presented, which contributed to the framing of said topics.				
c) Showed an interest in deepening the discussion of the topics presented.				
d) Critically analyzed the way the activities proposed by the speakers were carried out.				
e) Made remarks concerning the value of the material they were given.				
f) Kept good communication with you.				
g) Had a cooperative attitude towards each other.				
h) If you have any further remarks, please let us now in this section:				

3. Do you believe there was any topic or experience that was not included in the internship which may have been important for you and your institution? If so, please specify:



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4. Regarding the coordination of the workshop:	Mark with a cross when applicable			
	To a large extent	To a moderate extent	To a small extent	Not at all
a) Were the organization and the coordination prior to the activity appropriate?				
b) Were the organization and coordination during the activity appropriate?				
c) Were you informed of any possible change in a timely manner?				
d) Did the organization and the coordination dealt with difficulties in an appropriate manner and facilitate your trip and stay?				
e) If you have any further remarks, please let us know in this section:				

5. Based on your experience during this workshop, how do you think future events may be improved?

6. Taking into account the topics addressed, and regarding the length of the internship, you believe it was:

a) Too short	b) Short	c) Appropriate	d) Long	e) Too long
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6. How would you describe the workshop as a whole?

a) Very good	b) Good	c) Average	d) Poor
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7.

