



EUnetHTA Collaboration Work Plan 2009

1. EUnetHTA Collaboration Functions 2009

1. Coordination
2. Facilitation Evidence Generation
3. New Technologies
4. Core HTA
5. HTA Adaptation Toolkit
6. HTA Capacity Building
7. Communication
8. Relative Effectiveness of Pharmaceuticals

2. Summary of deliverables/outcomes 2009

1. Work Plan 2009
2. EUnetHTA Organisational and Governance Structure
3. Application for Joint Action on HTA
4. Work Plan of coherent activities across functions/work packages 2010-2012
5. Understanding between partners on stakeholder involvement process
6. *IPR Strategy for EUnetHTA products - to be discussed in the EUnetHTA Executive if to be achieved during 2009*
7. Suggestions for improving communication routines (evaluation of options for online meetings solution)
8. Functioning EUnetHTA web site
9. New module for sending EUnetHTA newsletters
10. EUnetHTA session and exhibition at the HTAi Meeting in Singapore (June 21–24)
11. A new working area for Founding Partners on the EUnetHTA website
12. European Conference on HTA Methodology, Stockholm (December 3)
13. Integration of the tools developed in the other working groups into the EUnetHTA information platform
14. An updated HTA Adaptation toolkit
15. An online tool for managing and using the HTA Core Model and Core HTAs (working title "HTA Core Model Online") An updated version of the Model: HTA Core Model version 1.1
16. Policy for production, publication and development of the HTA Core Model and Core HTAs
17. Registration and Feedback mechanisms for users of the HTA Core Model and Core HTAs
18. Proposal on Relative Effectiveness (RE) Assessment work package for the Joint Action on HTA proposal
19. Preliminary results of the exploratory phase of the RE function
20. 1-2 collaborations on new non-pharmaceutical technologies
21. Launch of the website (EIFEL), short evaluation report, list of technologies entered into the database
22. Draft proposal for criteria to select promising technologies for "access with evidence development" mechanism for further development in the Joint Action
23. Directory of HTA units and key experts
24. Set of indicators for the development and establishment of HTA agencies

3. Work Plans of individual functions

Function “Coordination”

Responsible for the Function: EUnetHTA Executive Committee and Secretariat

Objectives 2009

- a) consolidate accomplishments/outputs developed by EUnetHTA in 2006-2008
 - o Activities:
 - coordinate coherent activities across the EUnetHTA Collaboration Functions in close collaboration with the Function Lead organisations
 - develop the organisational structure for the EUnetHTA Collaboration and stakeholder involvement process in collaboration with Founding Partners
 - facilitate identification of the issues related to the application of the intellectual property rights (IPR) to the EUnetHTA project outputs in close collaboration with the relevant Function Lead organisations and suggest a coherent IPR policy and strategy
 - develop further effective communication routines in the collaboration and identify areas for improvement and suggest strategies for improvement
- b) develop the work plan 2010-2012 for implementation of the EUnetHTA Collaboration proposal in connection with the Joint Action on HTA application process
 - o Activities:
 - coordinate among the partners and with the Commission the involvement of the EUnetHTA Collaboration partners in the application process for a Joint Action between EU Member States and Commission on HTA
 - organize and facilitate work of a group of organisations that will be responsible for the development of the application content
 - establish working contacts with the identified stakeholder organisations at the European level and identify organisations to represent stakeholder groups through an Stakeholder Forum mechanism
 - identify gaps in activities across the EUnetHTA Collaboration and take appropriate initiatives
- c) position the EUnetHTA Collaboration, which leads European cross-border collaboration on aspects related to HTA, as a central contact point for the HTA organisations in Europe
 - o Activities:
 - Continue developing long-term working relationship with the relevant Directorates of the European Commission
 - Identify and develop strategic partnerships with relevant European (and international, when applicable) initiatives and organisations
 - Identify and participate in relevant educational and research events/conferences that will enhance EUnetHTA Collaboration positioning as the strategic partner for Europe

Specific Outcomes/deliverables (timeline):

- a. Work Plan 2009 (January – March 2009)
- b. EUnetHTA Collaboration Organisational Structure 2009 (February – March 2009)
- c. Application for 2010-2012 JA on HTA (time-line: February – May 2009)
- d. Work Plan of coherent activities across functions 2010-2012 (June – December 2009)

- e. Understanding between partners on the stakeholder involvement process in EUnetHTA Collaboration (February – December 2009)
- f. *IPR strategy for EUnetHTA products (March - December 2009) – to be discussed in the EUnetHTA Executive if to be achieved during 2009*
- g. Suggestions for improving communication routines (evaluation of options for online meetings solution) (June – December 2009)

Function “Facilitating evidence generation”

Function Lead organisation: HAS, France

Objectives 2009

1. Consolidate the tools developed by EUnetHTA project in 2006-2008 to facilitate European collaboration on new evidence generation on promising health technologies (move from a prototype website to an effective web-based toolkit and test it among the partners)
 - o *Activities*
 - Preparation for launch of the website Version 1:
 1. Feed the database with information collected through the forms completed during the project phase,
 2. Write user's guide or manual,
 3. Finalization of the web pages "contact" and "legal notice",
 4. Configure the web-based toolkit mail box,
 5. Seek legal advise for using the name "EIFFEL" for the toolkit,
 6. Write a "security policy" chart and obtain the certificate "HTTPS protocol".
 - Test the website version 1 in daily use:
 1. Communicate to encourage its use,
 2. Train partners to its use via the "user's guide or manual",
 3. Monitor its use during a period of 6 months.
 - Evaluation of the website version 1 based on the following indicators: number of requests for information, number of responses to a request, number of spontaneous entries of information in the database, number of technologies entered in the database
 - Initiate the development of the website version 2: initiate adjustments of the website according to the feedback during testing period and the results of the evaluation, initiate the creation of IT functions necessary for its widespread use
 - o *Deliverables*
 - April 09: launch of the website, user's guide
 - November 09: short evaluation report
 - December 09: list of technologies entered into the database
2. Initiate methodological developments on prioritisation criteria to select innovative technologies that might benefit from conditional and temporary coverage mechanisms.
 - o *Activities*
 - Review of criteria used for conditional coverage mechanisms, prioritisation criteria of horizon scanning programmes and other experiences;
 - Based on this review, development of a first proposal for a set of prioritisation criteria
 - Submission to EUnetHTA partners for comments
 - Analysis of comments and proposal of a 2nd version
 - Comparison of proposed criteria with the characteristics of technologies entered in the database
 - Final adjustments and proposal of final version
 - Submission to EUnetHTA partners for validation

- Publication on the EUnetHTA website
- *Deliverables*
 - December 09: draft proposal for criteria to select promising technologies for "access with evidence development" mechanism for further development during the Joint Action
- 3. Participate in the collective preparation of the Joint Action application on HTA in Europe. HAS will prepare the part concerning the function 2a, together with the partners involved.
 - *Activities*
 - Proposition of a first draft
 - Submission to EUnetHTA partners for comments
 - Adjustments and final version
 - *Deliverables*
 - Joint Action application

Time-line (See next page)

Gantt chart of EUnetHTA "facilitating evidence generation" function 2009 work plan

Details	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
1. Website to share information on promising technologies												
Preparation for launch of the website (version 1) : Feed the database with information collected through the forms completed during the project phase; Write user's guide or manual; Finalization of the web pages "contact" and "legal notice"; Configure the web-based toolkit mail box; Seek legal advise for using the name "EIFFEL" for the toolkit; Write a "security policy" chart and obtain the certificate "HTTPS protocol"												
Test the website (version 1) in real life use: Communicate to encourage its use; Train partners to its use via the "user's guide or manual"; Monitor its use during a period of 6 months												
Evaluation of the website (version 1) through the collection of the following indicators: Number of requests for information, number of responses to a request, number of spontaneous entries of information in the database, number of technologies entered in the database												
Initiate the development of the version 2 of the website: initiate adjustments of the website according to the feedback during testing period and the results of the evaluation, initiate the creation of IT functions necessary for its widespread use												
2. Prioritization criteria to select promising technologies for Access with evidence generation (AEG) policy												
Review of criteria used for conditional coverage mechanisms, prioritisation criteria of horizon scanning programmes and other experiences.												
Based on this review, development of a first proposal for a set of prioritisation criteria												
Submission to EUnetHTA partners for comments												
Analysis of comments and proposal of a 2nd version												
Comparison of proposed criteria with the characteristics of technologies entered in the database												
Final adjustments and proposal of final version												
Submission to EUnetHTA partners for validation												
Publication on the EUnetHTA website												
3. Preparation of the Joint Action – function Facilitating evidence generation												
Proposition of a first draft												
Submission to EUnetHTA partners for comments												
Adjustments and final version												
4. Preparation of the Joint Action – function relative effectiveness												

Function “New Technologies”

Function Lead organisation: LBI-HTA, Austria

Objectives:

- To enforce information flow on new (after market approval, before reimbursement) non-pharmaceutical medical interventions
- To reduce duplication on the assessment of new (after market approval, before reimbursement) non-pharmaceutical medical interventions
- To facilitate collaboration on new (after market approval, before reimbursement) non-pharmaceutical medical interventions

Outcomes/ Deliverable:

- for 2009: 1-2 such collaborations on NEW non-pharmaceutical techs

Timelines:

- March 25 to 30: call for information within EUnetHTA Founding Partner institutions, (& EUnetHTA former partners)
- By 30th April: Feedback and alerts
- 1st Coord/ Forum of New Tech Partners (EUnetHTA Intranet-Subgroup to exchange work plan, search strategies, extraction tables etc.)
- From May to Dec calls and feedbacks (every 3 months).

Activities:

1. active (instead of waiting to give infos away) and regular (monthly) requests for information (ongoing, planned projects), spec. focus on "rapid" policy demand on NEW (non-pharmaceutical) techs (waiting for reimbursement decision)
2. feed the information in the EUnetHTA database
3. active feedback to all on ongoing, planned projects, with spec. focus on identical/similar/ near-by (??) topics with the potential of collaboration
4. alerting those who might collaborate
5. but NOT (more): no further coordination of collaboration/project management

Function “Core HTA”

Function Lead organisation: FinOHTA, Finland

Objectives

- To develop an online tool for the management and use of the HTA Core Model and Core HTAs
- To develop a policy for developing the HTA Core Model and the structure of Core HTAs
- To develop a policy for selecting and producing Core HTAs and an editorial process for final approval of Core HTAs
- To develop a mechanism for registering use of the HTA Core Model (as requested in the Terms of Use)
- To explore and identify areas of cooperation with other functions, particularly the Adaptation Toolkit and Information Platform Maintenance
- To clarify the relation between the HTA Core Model and work on relative effectiveness.
- To gather and consider feedback for future development of the HTA Core Model

Deliverables and Timeline

- An online tool for managing and using the HTA Core Model and Core HTAs (working title "HTA Core Model Online") [1st version Sep 2009, 2nd version Dec 2009]
- An updated version of the Model: HTA Core Model version 1.1 [Dec 2009]
- Policy for production, publication and development of the HTA Core Model and Core HTAs [1st draft Oct 2009, 2nd version Dec 2009]
- Registration and Feedback mechanisms for users of the HTA Core Model and Core HTAs [September 2009]

Activities

- International Workshop in Helsinki [Sep/Oct 2009]
- E-meetings and e-mail consultations with relevant partners
- Face-to-face meetings (if required) with other functions.

Function “HTA Adaptation Toolkit”

Function Lead organisation: NETSCC (former NCCHTA), UK

NETSCC (former NCCHTA) have secured funding for our involvement in the EUnetHTA collaboration for 2009. This includes a substantive post for a senior research fellow. Unfortunately we have not managed to recruit successfully to this position and so, although we are confident we will deliver our work plan, we can not specify a time line yet.

Objectives

- To recruit a permanent senior research fellow for our involvement in the future EUnetHTA collaboration.
- To implement amendments to the adaptation toolkit based on the 2nd round of applicability testing
- To develop an online tool version of the Adaptation Toolkit
- To develop an online tool version of the glossary
- To assess the current European and international use of the Toolkit and glossary and develop a mechanism to register future use.
- To gather feedback for future development of the toolkit and glossary
- To develop a policy and procedure for closer integration of the toolkit and glossary with other EUnetHTA deliverables; notably the Core HTA model.

Deliverables

- An updated toolkit
- An online tool version of the Adaptation Toolkit including usage monitoring and feedback – *postponed till 2010*
- An online tool version of the glossary including usage monitoring and feedback – *postponed till 2010*
- Policy and procedure for closer integration with other EUnetHTA deliverables – *will be developed along with activities in the Core HTA work package of the Joint Action*

Activities

- E-meetings and e-mail consultations with relevant partners

- Face-to-face meetings (if required) with other functions.

Function “HTA Capacity Building”

Function Lead organisation: AETS (and CAHTA), Spain

Objectives 2009:

1. Increase and enhance the application of evidence-based HTA in health policy formulation and decision making.
2. Consolidate the tools developed by the EUnetHTA project to facilitate the further development of HTA in Europe.
3. Identify organizations and actors that could enable and facilitate the institutionalization of HTA in Europe.
4. Identify and describe the ingredients for moving forward with the institutionalization of evidence-based health policy formulation and decision making agenda in the EU member states.

Activities 2009:

Preparing a directory of HTA organizations and HTA experts To know and compare emerging organizations involved in HTA activities, regardless whether they are denominated HTA units, programmes or agencies, from other European settings that are not present in any other directory (i.e. INAHTA website) and also to prepare a directory of HTA experts. This directory of HTA experts would be used to build up the discussion and consensus group.

Identification of relevant indicators valued for assessing the implementation and development of new HTA units, programmes or agencies. Indicators could be build up from the results achieved by previous objectives from WP8 in order to establish standards of quality in terms of assessing the implementation and development of new HTA units, programmes or agencies.

The different WP8 products that have been developed during the three years of project will help to define the relevant indicators on structure, process and results related with the reference framework (benchmarking) as strategy to develop new HTA units, programmes or agencies.

Qualitative techniques would be applied (discussion groups and consensus groups) by means of which different professionals related with the evaluation topics identify the most relevant aspects to assess and the way in which they should be measured. Participants in the group interviews will be: key people of HTA organizations (participating and non-participating in the EUnetHTA) and representatives of different stakeholders (i.e. health authorities, related government organizations, health providers, professionals and their respective professionals bodies, industry, consumers and their consumer organizations, etc.). The database on HTA experts would help to identify those professionals for the discussion and consensus groups.

Quality standard is the desired level of accomplishment for each indicator. The quality standard refers to the desired criteria of good practice, which allow us to assess the ideal activity of the HTA, as well as the comparison or benchmarking among different agencies or groups (competitive benchmarking).

Consensus Conference of partners participating in the work package to agree on the standards of quality for the previously developed indicators, the curriculum/training tools and the development of strategic plans for development and establishment of HTA agencies.

Deliverables:

1. Directory of HTA units and key experts
2. Set of indicators for the development and establishment of HTA agencies.

Function “Communication”

Function Lead organisation: SBU, Sweden

Objectives 2009

1. Maintenance and hosting of the EUnetHTA Information System

Action:

- Hosting of the EUnetHTA web site.
- Providing Web Content Manager for development, to publish information, and to support other editors.

2. Further developing the EUnetHTA Information System

Action:

- Developing a new module for sending many e-newsletters at the same time.
- Informing the members (in collaboration with Secretariat, through information in Members Update) about the new functions already developed by Work Package 2 during the fall 2009, eg, the personalisation of the Members-only site, and encouraging members to use the system and to provide information, eg, contact information and photo to the contact database.
- Provide EpiServer training to the new Work Package 7 Lead Partner in administrating and editing the EUnetHTA Members-only site and included tools.

In collaboration with Work Package 7 Information Management (responsible for the Members-Only Site 2010–2012):

- Development and integration of the working area for Founding Partners.
- Testing and improving the new functions and tools, eg, the virtual workrooms, interactive note board, comment function, voting function, check-in/check-out files, interactive tool to submit comments, etc.
- Integration of the tools already developed in other Work Packages (in collaboration with the other working groups), using a frame-solution as a first step.
- Further development of the web site through a stepwise, iterative approach based on comments and feedback from members.

3. Making EUnetHTA visible on the HTA Meeting 2009, Singapore

- The annual HTA Meeting is a major international conference of the global HTA community. EUnetHTA is going to arrange a parallel panel session with the title “Methodological developments in HTA – Contributions from European network for Health Technology Assessment (EUnetHTA)”. Results from Work Package 4, 5, 6, and 7 will be presented.

Action:

- If needed, prepare printed material for the conference, in collaboration with the Secretariat and the other working groups.
- Hand out information material at the EUnetHTA panel session.
- Prepare a small EUnetHTA exhibition (in the SBU booth) with information material and give-aways (EUnetHTA pop buttons, pens and bags).

4. Arranging a European Methodology Conference on HTA

On December 3, 2009, SBU will arrange a one-day conference in Stockholm with an invitation to attend a social event the evening before. The title is: How to assess health technologies with high quality, transparency and transferability? Towards a common methodology.

The focus of the conference is to exchange experience with how national and international organizations conduct systematic reviews with high quality and in a transparent way. Experiences on how to synthesize and grade evidence within fields of research that contribute to HTA will be presented and discussed. Topics from the preliminary program include for example experiences from the EUnetHTA HTA Core Model, applying GRADE to HTA, observational studies vs RCTs, aspects of cost effectiveness in HTA as well as different perspectives in HTA.

The target group will be members of the EUnetHTA Collaboration, interested in methodological issues.

SBU will take the costs for arranging the conference and for hosting the dinner. Participants have to cover their own travel expenses.

Action:

- Preparing content of the conference programme
- Developing conference invitation
- Arranging conference and social event

5. EUnetHTA JA on HTA Work Plan 2010–2012

Action:

- Contribute to the EUnetHTA Joint Action on HTA Work Plan for 2010–2012

Deliverables 2009

- Functioning EUnetHTA web site throughout the year
- New module for sending EUnetHTA newsletters (May 2009)
- EUnetHTA session and exhibition at the HTAi Meeting in Singapore (June 2009)
- A new working area for Founding Partners (September 2009)
- Integration of the tools developed in the other Working Groups (Date depending on other WPs)
- European Conference on HTA Methodology, Stockholm (December 3, 2009)

Function ‘Relative Effectiveness of Pharmaceuticals’

Function Lead organisation: CVZ, Netherlands (supported by HAS, France)

Objectives

- To set up a group of interested partners that will be responsible for the development of a proposal for this function to be included in the joint action proposal for EUnetHTA 2010-2012.
 - This will include:
 - Definition of objectives
 - Definition of work methods

- proposal for the project organization
- Identification and selection of appropriate actors and positioning of stakeholders within the project
- Development of a time path for 2010-2012.
- Initiation of the first steps (diagnostic phase, to be confirmed)

Deliverables

- A proposal for the relative effectiveness function within the EUnetHTA joint action project.
- Interim analysis report of the diagnostic phase

Timeline

March 2009: To set up a group of interested partners for the function 'relative effectiveness'.

March/ April 2009: To define objectives and methods, implementation of the project in a proposal for the function 'relative effectiveness'

April/May 2009: Final proposal to be included in the EUnetHTA Joint Action proposal for EU network support

End of May 2009: Submission of the EUnetHTA Joint Action Proposal, including the proposal on relative effectiveness, to the Commission.

June 2009: Start of the diagnostic phase

Sept. 2009: Organisation of a meeting with the partner organizations in this function. It might be suggested to have a joint meeting with the function on the core-HTA.