



## CALL FOR INTEREST

The “Support for the health workforce planning and forecasting expert network”<sup>1</sup> joint tenderer

### CALLS

EU Member States engaged in health workforce planning to express their

### INTEREST

to **receive a tailored advice and guidance** through expertise provided by the Network to support health workforce planning improvements.

- ✓ Do you need improvements in your national/local health workforce planning?
- ✓ Are you committed to develop your health workforce planning capacity in your country?
- ✓ Would you like to have a tailored consultation from experts?

As part of the tender activities we aim to sustain cross-country cooperation and provide support to Member States to increase their knowledge, improve their tools and succeed in achieving a higher effectiveness in health workforce planning processes and policy. In that context, the joint tenderer is launching a call for interest to benefit from a national exchange of expertise, such as workshops, training/coaching or peer reviewing. Member States will have a positive track record of experience with their own participation to the development of health workforce planning and policy making at national and local/regional level.

#### ***What kind of services the interested Member States could make use of?***

The Member State will benefit from a national exchange of expertise such as workshops, training/coaching, and peer reviewing. The exchange will involve a maximum of three experts selected from the Network and have a duration of maximum three working days consultation. Click [here](#) for examples of expertise exchange a Member State could benefit.

#### ***How the expertise exchange will be organised and provided by the joint tenderer?***

The tasks of the exchanges of expertise will cover the following main phases of activities to be completed within approximately five months:

1. **Definition of the needs:** The Member State will express its needs which will enable the choice of the appropriate intervention and adapt the offer to the needs. The “[Toolkit on Health Workforce Planning](#)” will support the Member State in identifying the needs and selecting the area of interventions. The needs will be turned into an operational action plan of intervention.
2. **Organisation:** The joint tenderer will prepare and execute the expertise exchange by providing experts from the Network and organising the workshop/training/peer-reviewing with the national/local experts and policy makers from the Member State.
3. **Follow-up:** A follow-up activity will be scheduled to monitor the appropriate changes.

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<sup>1</sup> This tender is funded by the Health Programme of the European Union



### ***How the expressions of interest from Member State will be selected?***

The joint tenderer is in charge to provide a maximum of six interventions during the three years duration of the service contract. The selection of the received expression of interests will be done based on the following aspects:

- The Member State needs at national or local level expressed in the answer to the call;
- The synergies with the Member State interest and the tender activities;
- The potential beneficial value of the intervention (considering its features and limits) to the Member State, including the degree of commitment the applicant Member State can provide to the intervention;
- The number of interventions already provided and their geographical distribution.

The **expression of interest** shall be sent **by email** to Eszter Kovacs [kovacs.eszter@emk.sote.hu](mailto:kovacs.eszter@emk.sote.hu) with the following subject in the email: “Expression of interest in the health workforce planning expertise exchange”.

When expressing its interest, each applicant is invited to:

- Demonstrate its involvement in the health workforce planning process at regional or national levels;
- Explain the stake it has in an expertise exchange provided by the joint tenderer;
- Specify the degree and type of commitment to actively participate in the three main phases of the interventions (Definition of needs, Organisation, and Follow-up);
- Designate a contact person within its institution.

Applicants should be aware that, due to budget and time constraints, the joint tenderer cannot guarantee that all parties expressing an interest will benefit from one intervention.

For any questions regarding the expression of interest and the expertise exchange provided by the joint tenderer, and the other services provided by the joint tenderer, please send an email to Eszter Kovacs [kovacs.eszter@emk.sote.hu](mailto:kovacs.eszter@emk.sote.hu)



Examples for potential expertise exchange  
based on the five health workforce planning systems' key elements  
Handbook on Health Workforce Planning Methodologies across EU Countries

Key element	Type of intervention
<b>Organisation</b>	
	<p><b>Workshops</b> Discussion with network of experts on decentralization at local level of the planning responsibilities and responsibilities in the decision making process among stakeholders with presentation of best practices from EU Countries with regional-based planning, benchmarks with demanding country situations, advises on specific issues (how, when, why, on what to involve stakeholders).</p>
	<p><b>Training/coaching</b> Training in the role of communication in the planning system, with presentation of case studies (failures and successes) on how to involve stakeholders and activate the planning system with effective communication. Coaching on how to build up a staff to manage and support the HWF planning system: what skills? How many people? How to organise the work? Presentation of different solutions with advantages and disadvantages.</p>
	<p><b>Peer review</b> Peer reviewing of the workflow process in the beneficiary MS giving suggestions and tips on how to improve it.</p>
<b>Data Set</b>	
	<p><b>Workshops</b> Discussion with network of experts on the use of individual/aggregated data and data collection methods on the base of the beneficiary MS needs and features, with specific sessions dedicated to qualitative methodologies.</p>
	<p><b>Training/coaching</b> Training in using different data sources to gather data and implement/update the national/local databases with specific insights on the efficacy of using already existing databases versus gathering new data for planning purposes; how to use at best international databases for mobility data. Coaching on how to build a basic HWF planning data set starting from the scratch. Coaching on how to use the qualitative methods to gather data.</p>
	<p><b>Peer review</b> Peer reviewing of the data collection process, giving suggestions and advices on data collection updating, merging data from different data sources, using of data collected for different purposes.</p>



<b>Forecasting tool</b>	
	<p><b>Workshops</b> Discussion with network of experts on the use of qualitative methods to foresee vertical and horizontal substitution among health professionals and how to turn the results in a quantitative forecasting tool. Benchmarks among different forecasting methodologies in use in different EU countries to estimates future demand (strengths and weaknesses). Presentation of best practices in multi-professional forecasting and debate on which steps for implementing such methods in the beneficiary MS.</p>
	<p><b>Training/coaching</b> Training/coaching in building and analysing different scenario (demand and supply, mono and multi professional approach). Coaching on how to assess the outputs of the forecasting tools and improve their results. Coaching in developing specific mathematical tools (linear models, stochastic models, system dynamics models, agent theory simulation, etc.).</p>
	<p><b>Peer review</b> Peer reviewing of scenario analysis. Peer reviewing of computing algorithms for the interaction of different variables in the forecasting tool (mathematical reviewing).</p>
<b>Link to policy actions</b>	
	<p><b>Workshops</b> Discussion with network of experts on the different policies affecting demand and supply (training policies, migration policies, retention policies, etc.): case studies, failures and successes analysis and specific sessions dedicated to advice the demanding country on the base of its criticalities.</p>
	<p><b>Training/coaching</b> Training/coaching on how to implement and manage a monitor and control system in the HWF planning process. Training/coaching on how to involve stakeholders to build a HWF policy (action planning).</p>
	<p><b>Peer review</b> Peer reviewing of the responsibilities planning measures and of the decision making process.</p>
<b>Goals</b>	
	<p><b>Workshops</b> Presentation of best practices in setting SMART goals and discussion with network of experts on how to develop in the demanding country a set of planning principles/HWF strategies/HWF goals/HWF planning operational objectives.</p>
	<p><b>Training/coaching</b> Coaching on how to integrate other goals of the NHS in the HWF strategies (health care quality, sustainability, universal coverage, patients empowerment, etc.) in the beneficiary MS.</p>
	<p><b>Peer review</b> Peer reviewing of the HWF planning goals of the demanding country from a SMART perspective.</p>