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Enhancement of study programs in Public Health Law, Health Management, Health Economics and Health Informatics in Montenegro

6th National Coordination Meeting

MINUTES

Wednesday, 6th March 2019

Hosting institution: University of Donja Gorica, Montenegro

List of participants

Prof.dr Ramo Šendelj, *PH-ELIM project coordinator*
Doc.dr Ivana Ognjanović, *PH-ELIM project national coordinator*
Prof.dr Miodrag Radunović, *Medical Faculty, University of Montenegro*
Prof.dr Agima Ljajević, *Medical Faculty, University of Montenegro*
Prof.dr Boban Mugoša, *Institute of public health Montenegro*

Total number of participants: 5 from 3 institutions in Montenegro

Meeting was organised in premises of University Donja Gorica and started at 10:00 a.m.

The meeting was organized upon the request of the Dean of the Medical Faculty, Prof. Dr. Miodrag Radunovic, in order to analyze implemented activities, as well as to define the upcoming activities and complete missing documentation at the Medical Faculty, University of Montenegro. The following obligations, recommendations and conclusions are defined:

1. The project coordinator presented the rules of Erasmus + call (objectives, roles of universities and other institutions, types of costs, finance and document management). Then, objectives and activities, management structure and decision-making process at the PH-ELIM project consortium level were presented. The project documentation (templates for reporting, necessary documentation for justifying cost, etc.) was also presented, as well as missing documentation from UoM.
2. The PH-ELIM project' process of education in public health will be organized through four dimensions (areas): economics and public health management, medical informatics, law and medicine. For each of the defined dimensions (areas), the leading university is defined,



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for carrying project activities in Montenegro. UoM is responsible for implementation of the project activities in the field of medicine; UDG is responsible for public health economy and management, and medical informatics; while UNIM is responsible for the field of public health law.

3. In order to verify the appointment of a new coordinator on behalf of the UoM, it is necessary that UoM provide the following documents: (i) letter from the UoM Rector for the appointment of a new coordinator, (ii) contract of employment for the newly appointed coordinator. The new coordinator will be officially appointed by the date of delivery of above mentioned documentation.
4. The project documents submitted by each partner institution are stored on the DropBox, with the limited access assigned only to the project coordinator and the coordinator of the partner institution. Upon submission of documents for verifying the new UoM coordinator, the new coordinator will reach access to all documents through DropBox, and the access of the previous coordinator will be restricted.
5. In order to realize activities of *National Platform for Education in the field of Public health*, that will be used by students and teaching/researching staff of partner universities (University of Donja Gorica, University of Montenegro, and University Mediterranean), the following tasks have agreed:
 - a. UDG will publish the call for development and implementation of software, and procurement of hardware for the needs of National Platform for Education in the field of Public health;
 - b. IPHME will provide public data from regular annual reports in the appropriate format for enter data into Platform (i.e. Excel);
 - c. In accordance with agreement with previous UoM coordinator, the costs for realization of software development and hardware procurement will be paid by project coordinator – UDG, on behalf of both institution (UDG and UoM).
6. In order to provide continuous process of realization of activities from WP5 and WP6, defined as *Establishment of National Center for Public Health Education*, it is clarified current level of realization and also defined the further activities:
 - a. UDG, as coordinating institution, in accordance with planned activities and timeline, has established *Center for Public Health Education* in the field of medical informatics, and public health economy and management;
 - b. In the spirit of the projected dimensions (areas) of the PH-ELIM project and defined roles of partner institutions, UoM is leading institution for providing activities in the field of medicine, thus UoM can establish a Public Health School (i.e., Center for Public Health Education in the Field of Medicine);
 - c. After establishment of Public Health School, it is necessary to establish *National network of centres for education in public health* that will consolidate above



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- mentioned centres at UDG and UoM. National network can be extended by the other institutions that have educational programs in the field of public health;
- d. Mentioned activities must be realized during the project lifetime (until 15.10.2019., and it is expected to be extended for one year, i.e. until 15.10.2020.).

The meeting was ended at 12:30 p.m.

Prepared by Doc.dr Ivana Ognjanović, UDG.

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