

Initial report on the actions for the reactivation of the Health Technology Assessment Division (HTAD) of the IFMBE and plans for its first year activities

April 2012

Introduction

Following the decision of the AC of the IFMBE to reactivate the HTA division, I have been appointed by the Federation's President Prof. Herb Voigt to coordinate the activities in order to reach this goal. In this perspective there are a number of actions that have been undertaken during the last few months since the beginning of 2012. According to the IFMBE Constitution and Bye-laws, the IFMBE Secretary General Prof. James Goh launched a call for nominations to all Member Societies and a nominating committee has been established in order to proceed with the elections of the HTAD Board members during the WC2012 General Assembly. Additionally, the coordinator prepared a proposal for the new Chart of the HTAD that will be proposed to the new elected board and then to the AC of the IFMBE for approval. An initial action plan has also been prepared and will be finalized during the meeting of the HTAD Board in Beijing. In the following there is a more detailed description of the above actions accompanied by a preliminary budget for the first year of activity.

The HTAD Chart

The specialized HTAD chart that was elaborated follows the General Charter for IFMBE Specialized Divisions and has been based on the approved chart of the Clinical Engineering Division, which contains some useful ways to engage professionals willing to assist the division in reaching its goals. The main points of the HTAD chart are the following.

The main objectives are:

- a)** To stimulate research and application of new developments in HTA.
- b)** To reveal the importance of the role of Biomedical Engineers in many aspects of HTA and stimulate co-operation and professional development and growth.
- c)** To improve co-operation between Biomedical Engineers working in the field of HTA in different countries and promote collaboration with other specialists including those belonging to other scientific societies and, in particular, to medical societies.
- d)** To facilitate sharing of information, technical and professional guidelines for the

practices within the Health Technology Assessment field and promote capacity building.

e) To promote improvement in the decision-making process concerning health technology planning and acquisition in healthcare delivery systems.

These objectives of the Health Technology Assessment Division shall be reached by a number of activities that will be implemented, such as:

a) Planning, promoting and organizing specialized meetings, educational courses, and publications in Health Technology Assessment.

b) Organizing joint sessions and other activities during the meetings of other scientific bodies.

c) Preparing or participating in the preparation of international documents such as guidelines, specifications, procedures and standards.

d) Promoting the exchange of specialists between research groups.

e) Establishing or contributing to the establishment of documentation systems.

f) Undertaking projects in its own special field.

g) On request, acting as a consultant body to the Administrative Council of the Federation.

h) If requested by the Administrative Council to do so, acting as a liaison body with World Health Organization and other international organizations.

i) Identifying the knowledge and competences that Biomedical Engineers need to master in order to be successfully engaged in HTA projects.

j) Disseminating the HTA Division's work worldwide.

k) Promoting international recognition of the role of Biomedical Engineers in HTA.

l) Contributing regularly to the IFMBE Newsletter and to the IFMBE website.

m) Preparing and maintaining an address book of BMEs working on HTA worldwide.

Concerning membership the Health Technology Assessment Division is proposed to be composed of individuals (members) within the Affiliated Societies of the Federation who have an interest in the special topic of the Division. In addition, individuals who are not members of any of the Affiliated Societies of the Federation can become full members of the Division. They are called Corresponding Members. Organizations which are not members of the IFMBE or its Affiliated Societies can also become full members of the Division. These are called Associated Organizations. Individuals and organizations wishing to become members of the HTA Division must send a written application to its Board. Based on its recommendation the Administrative Council of the Federation accepts or rejects the application. Corresponding Members and Associated Organizations are charged with an annual membership fee. The fees for Associated Organizations are based on the IFMBE Affiliate Society fee structure. The fees for the coming year are proposed by the HTA Division Board and set annually by the

Administrative Council while processing and approving the Division budget (see section 8, Financial support).

Additionally, Collaborating Members can be invited to join the HTAD. The HTAD Board can officially invite up to 10 Collaborating Members to support HTAD work and facilitate the implementation of specific projects. Collaborating Members do not count as voting members. A Collaborating Members Nominating Committee composed by the HTAD Chairman and two members (elected or co-opted) shall be established to receive names of candidates for Collaborating Members to be presented to the HTAD board members for approval at ordinary meetings. To be qualified as HTAD Collaborating Member, the candidate has to be widely recognized by his/her contribution in the promotion of the field of Health Technology Assessment and will be appointed to enhance the potential of the Division to fulfil specific actions and goals.

Election of the new Board Members

According to the IFMBE Charter for Specialized Divisions the election for the new HTA Board members should take place during the General Assembly in WC2012, actually planned for Monday 28th of May 2012. A Nominating Committee has been created for this reason and is composed by:

Adriana Velasquez, Saide Calil, Kang Pin Lin (Members) and Nicolas Pallikarakis (Chair)

The IFMBE Secretary General Prof. James Goh launched a call for nominations to all Member Societies. Additionally, the nominating Committee members contacted several potential candidates and discussed their interest to be involved. The final list of nominees is as follows:

Nominees

Ken Ishihara
Patricia Trbovich
Leandro Pecchia
Kuo Sheng Cheng
Mladen A. Poluta
Roman Nicolae Marius
Rosa Maria Ceballos
Roberto Macoto Ichinose
Chrisopher James

Including Nicolas Pallikarakis, there are 10 candidates for 7 members to be elected.

Initial activities planned for the first year

Following the elections the Board will elect its officers and decide on the goals and plan of activities to be implemented during the first year. Such activities are already proposed by the coordinator, include:

- Approval of the final HTAD Chart and submission to the AC of the IFMBE.
- Preparation of an inventory of BMEs involved in HTA activities worldwide.

- Preparation of a publication on the role of Biomedical Engineers in HTA.
- Dissemination of information concerning the objectives of the Division and call for participation in its activities.

A written report covering policy, plans, achievements, membership numbers, and income and expenditure will be prepared and submitted by the HTAD chairman to the Administrative Council accompanied by the budget requested for the following year(s).

Initial Budget Request

Given the fact that the Division is going to be reactivated, it is not possible to estimate and propose a budget for the next year. However, based on the above mentioned initial proposal a sum between 5 and 10 thousand \$ to be reserved for the implementation of the first year's activities, will be appreciated. It is obvious that before any commitment for expenses the necessary approval will be requested.