

LEONARDO – DA – VINCI – Innovations – Transfer – Project **“Competence Standards in Education and Training in the sector elderly care” (pro-care)**

Minutes – Meeting in Pisa (Italy) 31.03.-01.04.2011

Participants: see attached list of participants
Agenda: see attached the agenda

Welcome and short discussion of agenda *Dr. Frank Schmidt, EBG*
Frank and Luisa opened the partner meeting. All agreed to the schedule at the agenda.

Minutes 4th Meeting in Linz *Prof. Christine Krätzschmar, EBG*
Nobody had no questions concerning the minutes of the last meeting.

Interim report – results of evaluation through NA-BIBB *Stefanie Karbe, EBG*
Steffi reported that the NA accepted the interim report and send already the 2nd payment to EBG. The evaluation was divided into 2 main parts the content evaluation and the financial evaluation. Concerning the content evaluation the NA stated a general green light (red, orange or green) are possible. The following sentences are a summary of the content evaluation:

Evaluation of the content:

- Moreover the evaluator wrote that the status of the project is in line like the workplan and the results which should be achieved until now are produced. The status is 40%. Another evaluated issue is the dissemination. Here a high interest of stakeholders resulting of an often participation at workshops and conferences is approved. The projectmanagement and qualitymanagement seems are successful.

Evaluation of the financial report:

- In the financial report 130.225,73€ are already spent. This is more than 70% of the first payment. The second payment we achieved. From this only Units recieved the second payment, because the first payment was already spent. Now the partners are asked to prepare another financial report in order to cover the first payment and to receive the second payment. After the meeting Steffi will inform the partner concerning the reports.

Addendum:

- Frank informed that the partnership got an invitation to the yearly conference of the European Association of Institutions of Vocational Training (EVBB) at 29. and 30.09.11 in Istanbul. Because of this EBG asked the NA to prolong the project lifetime until the 5.10.2011. So we will combine the final project meeting and the participation at the conference. All partner can declare, staff-, travel- and other costs for this meeting.

Final Meeting:

- Steffi and Frank inform about the main facts concerning the final meeting/ conference EVBB. The EVBB is an umbrella organisation which consist of 42 members in 22 countries. The website for more information is www.evbb.eu. EVBB performs every year a conference with key statements and best practice examples. Here EBG is asked to present Procure as a best practice example. In the next week Steffi will send to the partner the invitation, a draft of the program and information about the application.



Overview to the results of individual Interviews *Dr. Frank Schmidt, EBG and all partners*

Frank presented the results of the individual interviews (see annex), he pointed out that in total more than 300 people were asked. Frank asks the Slovakian partner for the total number of made interviews. In an example he shows how to read the graphics and to find the gaps which show the starting point for development of training modules in the frame of mobility measures, what will be the next step of the project. In a discussion all defined which partner will prepare which module for which EQF-level. The following responsibilities were fixed:

		Germany	Austria	Poland	Slovakia	Italy	Türkey
Tasks and concepts in care of the elderly	Incorporating theoretical principles in geriatric nursing activities	EBG 5b				4a	
	Planning, implementing, documenting and evaluating the care of elderly people	EBG 4a					
	Caring for elderly people in a personally appropriate and situation-based manner		4a				5a
	Instructing, counselling and holding discussions			3b			
	Contributing to medical diagnostics and therapy						2
Support of elderly people in their day to day activities	Giving consideration to the circumstances and social networks of the elderly in geriatric nursing activities				4b		
	Supporting elderly people in designing their housing and their residential environment						
	Supporting elderly people in designing their day and in self-organised activities				3b		
General legal and institutional conditions governing the care of the elderly	Giving consideration to institutional and legal framework conditions in geriatric nursing activities						
	Contributing to quality-assuring measures in geriatric nursing	AAA 5a					
Care of the elderly as a profession	Developing an occupational self-image			5a			
	Learning to learn					3a	
	Dealing with crises and difficult social situations	AAA 4a					
	Maintaining and promoting personal health		3a				





Templates for Modules in “Mobilities” *Dr. Frank Schmidt, EBG and all partners*

Frank showed a template for a description of a module (see annex) and explains how to fill in. All agreed to prepare modules for 3 week trainings in the country language and German/English for the final report. Each module description should consist of max. 2 pages (**deadline: End of April 2011**). After that Frank will have a look and send feedback until the end of May.

Flyers in the project

Concerning the production of dissemination materials the NA asked the project coordinator to prepare flyer in the same layout like the former project “EQF-Chemistry”. Because of this Franks proposes a flyer (see annex) and suggests to produce the flyer in all partner languages and English. Only the national details for example the contact details of the institution or the logo should be adapted according to the partner country. To have a uniform layout and print it is possible, if all agree, to print all flyer in one print company. But it is also possible to get the final layout with all instructions for the print in the partner country.

The English text for translation will be send next week to all partner. Every partner should bring 100 flyer to the final conference in Istanbul.

Moreover Frank plans to prepare 3 rollups for the conference. Here he offers that EBG can also make the layout and all partner can add their texts in the national languages.

To close the meeting Frank said thank you to all partner for their active cooperation and moreover, Luisa for the well organisation of the meeting.