

World Healthcare Students Symposium

Follow-up of WHSS 2009: held in Alexandria, November 2009

European Medical Students' Association

European Pharmaceutical Students' Association

International Federation of Medical Students'
Associations

International Pharmaceutical Students' Federation

Memorandum of Understanding

This document is updated by the Temporary working
group for the WHSS 2011
January 2010

Purpose

The World Healthcare Students Symposium Memorandum of Understanding aims to define the framework and commitment of the planning, organisation, post-event follow up and future collaborative directions of the partner associations in first World Healthcare Students Symposium which was called World MaPS 2005. The current partners are the European Medical Students' Association, European Pharmaceutical Students' Association, European Nursing Students Association, International Federation of Medical Students' Associations, and International Pharmaceutical Students' Federation. Other organisations may also become partners, as described below.

Background

In 2004 the idea was raised to bring medicine, pharmacy and allied health students together in an international forum to generate discussion, and understanding between the professions, develop skills and awareness of concepts in multidisciplinary working, and be advocates for a cooperative multidisciplinary approach to patient centred care to optimise health outcomes. Four established international partner organisations in health, IFMSA, IPSF, EPSA and EMSA are working in partnership not only to organise this event but also to investigate ongoing joint initiatives that support the overall vision for the future. All partner organisations will remain jointly responsible, accountable, and committed through the signing of the World Healthcare Students Symposium Memorandum of Understanding.

In WHSS 2007 the European Nursing Students Association joined the organisation of WHSS 2007 as official partner. And due to communication issues have been moved away from the organisation of WHSS in 2009.

The World Healthcare Students Symposium event shall take place every two years as a regular joint initiative of the partner organisations. It should take place between November and the end of January. The first event (known as World MaPS) was held in November 2005. The second event, WHSS, was held in Albufeira, Portugal, November 2007 and the third event was held in Alexandria, Egypt November 2009.

The Memorandum of Understanding shall remain in effect until a unanimous agreement amongst partners to review or terminate the agreement. This Memorandum of Understanding is an agreement between all partner organisations, and can therefore only be changed, adapted or declined by the legal representatives of the organisations by means of unanimous vote.

Name

The World Healthcare Students Symposium replaces the name of the first event (World Medical and Pharmacy Students' Symposium or World MaPS) in order to reflect our desire to involve other healthcare professions. It is a working title and the Joint Working Group (see below) is free to choose a name that they find more appropriate or appealing.

World Healthcare Students Symposium Vision

A future in which health care professionals worldwide cooperate with their colleagues in other health care disciplines for the benefit of patients to improve healthcare.

World Healthcare Students Symposium Mission

To organise a symposium which will educate and inspire future healthcare professionals, from pharmacy, medicines, nursing and other healthcare professions, to be activists and advocates for this mission.

To promote collaboration on an international, regional, national and local level between students of different health professions to encourage the adoption of a multidisciplinary approach at a student level.

World Healthcare Students Symposium Objectives

An educational symposium will be organised for up to 400 students from different healthcare professions and healthcare student organisations. Preferably the participants group should be balanced in educational field and geographical spread. There will be at least 4 days of educational program. At the end of the symposium it is aimed that students will have:

- Knowledge about patient-centred care and the importance of multi-disciplinary partnerships
- Knowledge about multi-disciplinary healthcare and how it can be implemented
- Knowledge about healthcare students' role in educational reform
- Knowledge about health promotion
- Motivation to be advocates and activists for patient-centred health care and effective multi-disciplinary teamwork, including in health promotion
- An understanding of and commitment to international student cooperation on these issues

Responsibilities of Partner Organisations

Partner organisations shall each deliver one contact person (CP) within their Boards who supervises the representatives in the JWG (Joined Working Group). This person also supervises the selection of delegates of the organisation in WHSS and stays in close contact with the other contact persons of the other Partner Organisations.

Partner organisations shall each nominate two representatives to form the Joint Working Group (JWG). Each nominated person should be committed to working in the JWG for two years. At least one of the two representatives from each organisation should be without other significant commitments in its own organisation. Partner Organisations will be fully held responsible for the work of their representatives, in case of non commitment, the organisation is obliged to find a substitute. The World Healthcare Students Symposium and activities

leading up to and following on from the event will be the responsibility of the Joint Working Group. The Joint Working Group shall select the successful bidding host associations for World Healthcare Students Symposium events. The committee hosting the World Healthcare Students Symposium event, known as the Organising Committee, shall be responsible for seeking sponsorship, arranging accommodation and board, planning the social programme, managing registrations, and logistics. The Organising Committee must be equally representative of at least two healthcare student associations.

Partner organisations shall ensure that news, press releases, promotion related to World Healthcare Students Symposium and joint activities are completed through possible means in accessible networks. The joint working group and partner organisations shall hold shared responsibility for the completion of necessary tasks in the planning, event management, post-event follow up, strategic planning for future direction and considering bids for future events. The contact person of each partner organisation should supervise and facilitate the process in its own organisation.

Each partner organisation shall remain accountable to ensure active representatives on the joint working group. Inability to meet the required responsibilities and agreed commitment shall necessitate of a review of the position of the organisation.

Task list for the Contact Person (CP) of each Partner Organisation:

- Be responsible for the appointment of the 2 JWG representatives and follow up in case of absence of any representative.
- Supervises the work of the JWG reps
- Be responsible for the promotion of WHSS within his/her organisation
- Maintain contact and communication with the other CPs

Each partner organisations will budget 500 Euros for each representative to support their travel expenses during their term (if possible according to each organisation financial status), this aims to ensure that each organisation is represented at the preparatory meetings (Face to Face meeting before the event and a visit to the place where WHSS will be held to meet with the organisation committee) and to be present at the WHSS itself.

New Partner Organisations

New partner organisations may be introduced following consensus from the current partners, listed above, and signed to the Memorandum of Understanding upon agreement. These partner organisations should be regional or international organisations representing healthcare students.

Joint Working Group

The joint working group will be made up of a maximum of two representatives from each partner organisation. At least one representative from each partner

organisation that is in the Joint Working Group shall be present for the duration of the whole event and two days before.

Role of the Joint Working Group:

- Set a public plan of action at the beginning of the period
- Plan the educational programme and arrange speakers according to the agreed timeline.
- Actively promote the event
- Attend at least two joint meetings (face-to-face) before the World Healthcare Students Symposium event. At least one representative from each organisation must be present at each of these meetings.
- Develop and issue press releases and joint statements.
- Issue calls for bids to host future World Healthcare Students Symposium events.
- Consider applications to host future World Healthcare Students Symposium two years in advance.
- Attend the World Healthcare Students Symposium event. At least one representative from each organisation must be present at the venue two days before the start of the event and organise the post-event report and follow up.
- Contribute to the planning and organisation of joint initiatives such as educational/public health projects.

World Healthcare Students Symposium

Should the following circumstances arise the following actions are agreed upon by all those signed to this Memorandum of Understanding.

Liability

The partner organisations in the Joint Working Group shall not be held liable under any circumstances. Any matters relating to personal injury, damage, loss shall be the sole responsibility of the participant. Partner organisations shall not be held for any injury, damage, or loss related to the host Organising Committee.

Activity	Time
Deadline for partners to identify 2 representatives for JWG	1 st June 2010
Call for applications to host the next Symposium	15 th June 2010
Deadline for applications to host the next Symposium	1 st August 2010
Deadline for announcement of decision of JWG on host for next symposium	15 th August 2010
First face-to-face meeting of JWG	September 2010
Deadline for preliminary program for next Symposium	November 2010

Dates of next Symposium

Between November
2011 and end of
January 2012

The rest of the timeline will be decided and adjusted by the JWG as they think appropriate.

Commitment

If a partner does not meet the requirements and responsibilities set out in this Memorandum of Understanding and as agreed by the Joint Working Group, the JWG have the option to remove that partner from the agreement. This option shall only be used if attempts to contact and reach a satisfactory arrangement with the partner have been unsuccessful over 30 days and if the JWG consensus is that this measure is in the best interests of the Symposium as a whole.

Profit

In the instance of a profit resulting from the WHSS, any surplus equal or below 5% of the overall budget shall go to the Organisation committee and any surplus above 5% of the overall budget shall be divided equally among the organisations listed here below and signing this MoU.

Signed World Healthcare Students Symposium

Tin Knezevic, EMSA President 2009-10

On behalf of the European Medical Students' Association



Anette Aaland Krokaas, EPSA President 2010-11

On behalf of the European Pharmaceutical Students' Association
May, 2010



Silva Rukavina, IFMSA President 2009-10

On behalf of the International Federation of Medical Students' Associations,
May, 2010



Mohamed Sultan, IPSF President 2009-10

On behalf of the International Pharmaceutical Students' Federation (IPSF)
May, 2010

