

Quality Action
Kick-Off Workshop
- Agenda -

5-6 June 2013

Room 1 & 2, Königin Louise Hotel, Berlin

Facilitator: David Hales

Day 1: Wednesday, 5 June 2013

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| 9:00 | Introductions, icebreaker activity |
| 9:30 | Small group activity: “Project Roadmap” – an introduction to the main steps and timelines of Quality Action |
| 11:00 | BREAK |
| 11:30 | “World Café”: Getting to know the Quality Action tools (<i>2 rounds of 40 minutes</i>) |
| 13:00 | LUNCH |
| 14:00 | Keynote address: <i>Ines Perea, German Ministry of Health (BMG)</i> |
| 14:15 | Keynote address: <i>Prof. Dr. Elisabeth Pott, Federal Centre for Health Education (BZgA)</i> |
| 14:30 | Presentation: Quality Action – Concept and Methods, <i>Matthias Wentzlaff-Eggebert (BZgA)</i> |
| 14:50 | Panel discussion: Practical experiences of applying QA/QI in HIV prevention
<i>Isabell Eibl, AIDS Help Vienna (AHW)</i>
<i>Viveca Urwitz, Swedish Institute for Communicable Disease Control (SMI)</i>
<i>Cor Blom, Soa AIDS Netherlands</i>
<i>Karl Lemmen, German AIDS Service Organisation (DAH)</i>
<i>Matthias Wentzlaff-Eggebert, Federal Centre for Health Education (BZgA)</i> |

- 15:15 Presentation: Quality Action – Project Structure, *Matthias Wentzlaff-Eggebert, Federal Centre for Health Education (BZgA)*
- 15:40 BREAK**
- 16:00 “World Café”: Introducing work packages 4, 5, 6, 7 and 8
(3 rounds of 30 minutes)
- 17:45 Questions and wrap-up of the day
- 18:00 CLOSE**
- 19:30 JOINT DINNER**

Day 2, Thursday 6 June 2013

- 9:00 Introduction to Day 2
- 9:05 Activity: Quality Action logo and corporate identity
- 9:30 Introducing WP 2: Dissemination, *Cristina Chiotan and Yoline Kuipers, EuroHealthNet (EHN)*
- 10:00 Introducing WP 3: Evaluation, *Dr. Bea Vuylsteke, Institute of Tropical Medicine Antwerp (ITM)*
- 10:30 BREAK**
- 11:00 Small group activity: Project “Mind Map” – summarising what we know and answering remaining questions
- 12:30 Closing plenary
- 13:00 CLOSE**
- JOINT LUNCH**

Objectives of the kick-off workshop

By the end of the Kick-Off Workshop, all participants will know about

- the underlying concept of the project
- the benefits of applying QA/QI tools
- the role of each WP, the project timeline and project outputs
- their role in dissemination and providing data for evaluation

By the end of the Kick-Off Workshop, collaborating partners will

- be clear about the process and guidelines of participating in the project
- have an overview of the training component and selecting country experts
- have an overview of the tools and selecting them for practical application

By the end of the Kick-Off Workshop, associated partners will

- know about the project deliverables and milestones
- know what their work package leaders expect of them
- have an overview of the training component and selecting country experts
- have an overview of the tools and selecting them for practical application

By the end of the Kick-Off Workshop, work package leaders will

- have received feedback on how to make their work accessible to associated and collaborating partners
- know what their partners expect of them
- know what their partners can contribute to the work package