



Lifelong
Learning
Programme



ICT Project

Innovative Caregivers' Training
EU Lifelong Learning Programme
Sub-programme Leonardo da Vinci
Transfer of Innovation project
Project n. 2013-1-CH1-LEO05-00882

Project
ICT – Innovative caregivers' training

Kick off meeting

Oulainen (FI), 25-26 November 2013

Minutes and tasks

Meeting minutes and common decisions

During the first day, 25 Nov., have been done the presentations from each partner of the questionnaire n.1, regarding the frame of the caregiving system and actors in each country. The results are different in terms of: diffusion of the caregiving practices (migrants caregivers), diffused in some countries like Italy and less in other contexts like Finland; structuration of the caregiving/welfare practices, more defined in some countries but with a certain obscure settlements, like Switzerland and less defined, flexible and more “familistic” in other countries, like Poland and Italy.

The presentation given from SUPSI-DSAN of questionnaire n.2, allowed to agree on three main areas worthy of attention in term of use of tool and in term of training contents development:

- Social (like: social life, family communication)
- Job security (like: welfare needs and local administrative matters)
- Health and care (like: communication with patient’s family and connected network)

In the afternoon of the first day has been held the Finnish Info-day within Jedu venue, with more than 30 participants. The Info-day disseminated and informed about the project and likewise evidenced possible synergy with two projects where Jedu is partner: “Eurodatbank” and “Take responsibility and you learn”, based on training approaches for health and social agents.

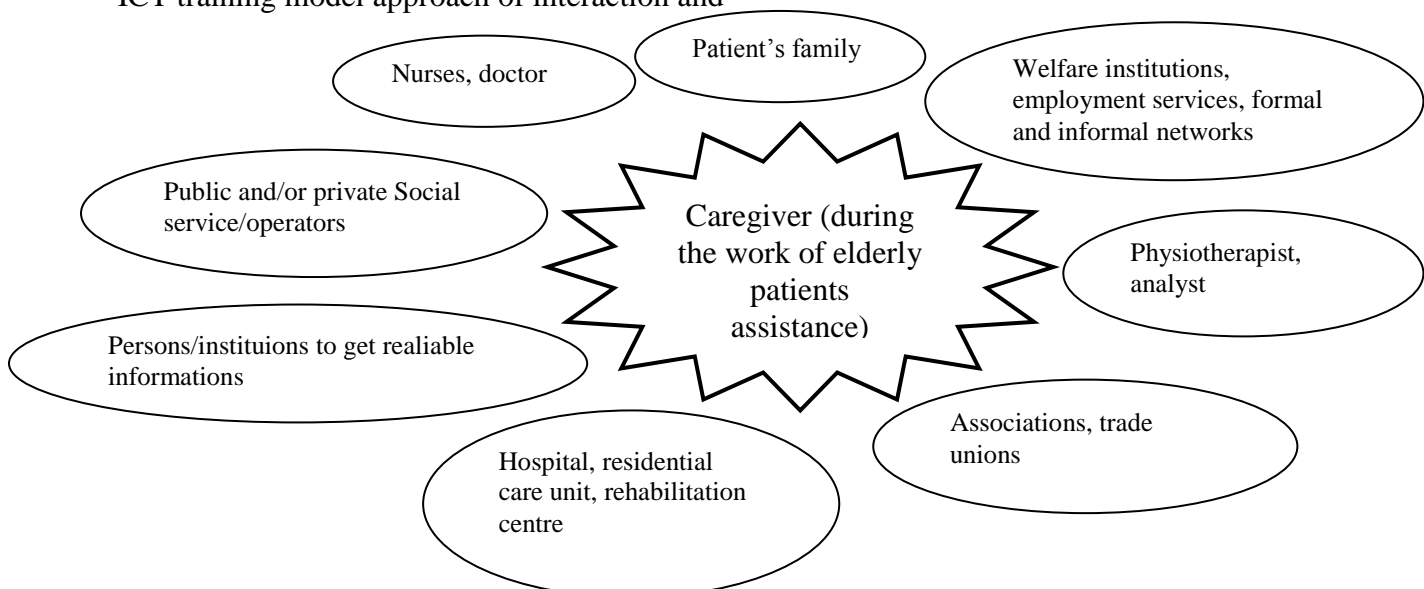
During the second day, 26 Nov, works concentrated on on project’s aims connected with testing and with the ICT training model. The approach of the model has been underscored based on a systemic approach: caregiving involving multiple actors, creating a competent network and ICT (intended as information communication technologies) as facilitator of interaction and networking (from repository to interaction), implying a change of perspective/values. We do NOT want to deliver simply a training course on use of ICT to 12 caregivers in each of the 3 testing countries. This has been already done; through the ICT training model we want to start a process of networking, “using” caregiver as playmaker, improving their role with social, relational and professional competences. It’s clear that in each country partner the context is different, therefore the partner has to cope with its system, its field actors and organisations to set up a proper network for testing.

The networking action has to start immediately in each partner country.

The ICT training model have to lean on concrete instructions, methods and activities.

To work among partners and to define contents together the platform initially will be a Moodle environment, then will be set up a ICT website; both cared from Jedu.

ICT training model approach of interaction and



Tasks for partners

What	Who	Whithin
WP1. Inform Filippo and Ms. Moussalli if your reimbursement of travel costs is based on real costs (suggested one) or on daily allowances. In case, detail the method used to calculate the daily allowance.	All partners	13.12.2013
WP3. Send all synthesis of ICT training model contents set up in the 3 work groups, in word or ppt document. If needed, add and detail the ideas drawn..	Representatives of the 3 groups to SUPSI-DSAN	13.12.2013
WP3. After receiving the inputs, release of a first draft of contents for the model to all partners	SUPSI-DSAN	14.2.2014
WP4. Moodle: set up the planning and the ICT project environment to start activities upon.	Jedu	20.12.2013
WP2. Each partner has to indicate to Artevelde: <ul style="list-style-type: none"> • 2 representatives field partners for the ICT sectorial alliance steering group. These two persons might also be two interviewees. The scope of this committee is to exploit, network and to engage organizations for testing; • 1 representative (internal staff working on the project) for the ICT focused steering group for strategic restricted coordination and management, composed of the responsible persons from each partner institution. 	All partners to Artevelde	20.12.2013
WP6. Dissemination plan and related activities asked to all partners. This plan has to follow the frame indicated in the application form.	Solidarnosc	31.1.2014
WP7. Exploitation plan and related activities asked to all partners. This plan has to follow the frame indicated in the application form.	ForModena	31.1.2014
WP1. Send all partners the administrative templates for administrative and financial accountings	SUPSI-DSAN	20.12.2013 (if already available from Swiss agency)
WP2. Quality assurance, evaluation and validation of the ICT training model plan. Since the evaluation has two approaches (one for the project process and one for the project's contents) the plan can be divided in two separated documents.	Artevelde	31.1.2014
Second meeting in Gdansk (PL)	All partners	12-13.5.2014
Send to SUPSI-DSAN the contracts signed via priority mail	All partners	31.12.2013

Information useful for all: the exchange rate is fixed on 26 November 2013, the signature day of the contract from the Swiss agency Stiftung. The rate is 1 EUR = 1,2347 CHF.

All other currencies have to be changed accordingly.