

20/07/2017

Ways of working for:

**The ACHIEVE (*Associations Collaborating in Hepatitis to Immunize and Eliminate the Viruses in Europe*) coalition.**

<b>The proposition</b>	<p>Deaths from viral hepatitis continue to rise in Europe at an alarming rate whilst the burden of other major diseases continue to decline thanks to a combination of technological innovation and sustained public health investment. The elimination of viral hepatitis has become an achievable healthcare objective through the development of curative treatments and effective vaccines. Historically there has been a low level of political support and indeed action to tackle viral hepatitis.</p> <p>Several expert groups are active in Europe working on viral hepatitis from different perspectives (patients, public health, clinicians, harm reduction). Without creating a new expert group, the Initiative should bring together these groups, so they can speak with one voice, raise awareness jointly and be heard by policy makers. Working together towards a common cause will help to amplify the critical messages of the viral hepatitis community and generate much desired political action by decision-makers to devise, adopt and implement a comprehensive approach to eliminating viral hepatitis throughout the European neighbourhood, improving both patient outcomes and health systems' sustainability.</p>
<b>Collaboration</b>	<p>The following organisations, and appointed representatives, are engaged as members of this coalition:</p> <ul style="list-style-type: none"><li>• Charles Gore, World Hepatitis Alliance</li><li>• Angelos Hatzakis, Hepatitis B &amp; C Public Policy Association</li><li>• Jeffrey Lazarus, Barcelona Institutue for Global Health (ISGlobal)</li><li>• Luis Mendao, European AIDS Treatment Group (EATG)</li><li>• Tatjana Reic, European Liver Patients' Association (ELPA)</li><li>• Eberhard Schatz, Correlation Network</li><li>• Mark Thursz, Imperial College London</li><li>• Pierre Van Damme, Viral Hepatitis Prevention Board (VHPB)</li><li>• Gilead Sciences representative</li><li>• AbbVie representative</li><li>• Abbott representative</li><li>• Cepheid representative</li></ul> <p>Public institutions such as WHO Europe, European Commission, European Center for Disease Prevention and Control (ECDC), European Monitoring Centre for Drugs and Drug Addiction (EMCDDA), as well as Health Protection Scotland will be invited as observer members.</p> <p>The Initiative recognises and respects the diversity of the viral hepatitis community and the unique epidemiological profile of viral hepatitis in every country of the European Region.</p>
<b>Objectives</b>	<p>The primary objective of the coalition is to form an alliance enabling key stakeholders to act in common cause to secure political will and leadership for the elimination of viral hepatitis B and C in Europe.</p> <p>In-line with the WHO's Global health sector strategy on viral hepatitis 2016-2021 and the WHO Europe Action plan for the health sector response to viral hepatitis in the</p>

	<p>WHO European Region, the focus of the joint initiative is viral hepatitis with specific priority applied to those with the highest mortality, i.e. hepatitis B and C.</p> <p>The geographic focus of the Initiative is the WHO Europe region, a critical actor in the fight against viral hepatitis alongside the EU institutions, namely the European Commission, European Parliament, and the current and future EU Council presidencies.</p> <p>The Initiative will achieve its objectives by:</p> <ol style="list-style-type: none"> <li>1. advocating for a new Declaration that sets policy expectations as regards prevention, screening, and detection, linkage to care, evaluation and surveillance of viral hepatitis on at least an equal footing to HIV/Aids and Tuberculosis;</li> <li>2. supporting EU policy which supports Member States in achieving the WHO elimination targets and the UN's Sustainable Development Goals (SDGs), such as an impactful EU policy framework on HIV, viral hepatitis and TB, which looks at all three diseases on an equal footing.</li> </ol>
<p><b>What The Initiative will do</b></p>	<ul style="list-style-type: none"> <li>▪ The coalition will determine a programme of activity to support the achievement of its objectives. The tactical nature of implementation may vary during the life of the project in order to adapt to fluid and changeable operating conditions.</li> <li>▪ The Initiative may adopt a political statement, published in a reputable and appropriate clinical journal, setting out the case for the elimination of viral hepatitis and a serious public health threat requiring urgent prioritisation by European decision-makers.</li> <li>▪ The Initiative may gather, interpret and leverage existing evidence created by relevant expert stakeholder organisations throughout the membership to support the “case for viral hepatitis” and provide guidance to policymakers.</li> <li>▪ The Initiative may identify political opportunities and engage with and raise awareness among policymakers at European level and in selected sovereign states. A range of engagement tactics may be deployed including policy roundtable seminars, high-level discussion meetings with policymakers and various stakeholder events targeting decision-makers.</li> </ul>
<p><b>Composition, including roles, responsibilities and decision making processes</b></p>	<p>The success of the coalition rests entirely on the voluntary commitment of its members. Members of the Initiative can be both individuals and organisations and can either have full member or have observer status.</p> <p>There are two different types of membership of the coalition performing different roles and functions:</p> <ul style="list-style-type: none"> <li>• <b>Full members:</b> representatives from relevant non-governmental organisations, academic or clinical organisations active in the fight against viral hepatitis, deciding strategic intent of the coalition</li> <li>• <b>Observer members:</b> relevant members of public and other institutions and representatives of private sector organisations who are invited to participate and contribute to meetings and events.</li> </ul> <p><b>All members:</b></p> <ul style="list-style-type: none"> <li>• Contribute on a voluntary basis to the coalition and will not be remunerated for participation in meetings or events.</li> <li>• Contribute to the discussion and can express their views.</li> <li>• Are acknowledged on relevant material and documents, produced by the coalition.</li> </ul>

- Participate in the appropriate dissemination of the Initiative's messages and materials.
- Participate in ACHIEVE coalition events and activities.

**Full members:**

- Defines and advances the strategic intent of the group, namely the determination of the vision mission, goals and executive strategy, tactical implementation and performance evaluation.
- Appoints a chair/co-chairs from its membership.
- Determines how the collaboration presents itself externally and which platforms should be used to communicate about the collaboration's goals, consensus positions and research
- Provide their logo and artwork (where available) to develop materials recognising the broad range of collaboration.
- Aim to generate consensus throughout the life of the a Initiative.

**Observer members:**

- Participate in the work of the Initiative and designated expert groups.
- Observe meetings and participate in events.
- Provide their logo and artwork (if applicable) to develop materials recognising the broad range of collaboration.
- Participate in the appropriate dissemination of the Initiative's messages and materials.
- Observer members do not have voting rights.

**Membership will be drawn from a broad range of specialist sectors, such as:**

- **Community:** patients and key risk groups, communication with key public audiences, shape research agenda, ambassadorship, advocacy
- **Academic:** Identify, propose, formulate and execute relevant and agreed research
- **Clinical:** Expert clinical perspective, liaison with clinical societies, communication with clinical and public audiences, shape research agenda, ambassadorship
- **Private sector:** clinical, communications expertise
- **Institutional:** European Commission, European Centre for Disease Prevention and Control (ECDC), WHO Europe, Health Protection Scotland, EASL Institutions listed above can be invited to be observer members.

**Coalition's leadership and decision making**

- Leadership is provided by the chair/co-chair. The chair/co-chair shall be appointed for 1 year. Nominations will be sort at the start of each year, and a vote amongst the full members to select a chair/co-chair will take place based on the decision making procedure set out below.
- Members will be expected to participate in the meetings/ calls of the Initiative in person. Where this is not possible a nominated substitute may attend
- The Initiative's decisions on strategic intent, namely the determination of the vision mission, goals and executive strategy, tactical implementation and performance evaluation, are based on quorum.
- A quorum is set as a simple majority of the total sum of the coalititon's full members.
- Decisions relating to the strategic priorities will be made only during meetings of the Initiative and recorded in the meeting record.
- Executive decisions relating to implementation of the Initiative's operational plan, i.e. every-day decisions made to enable the Initiative to meet its agreed goals may be taken by the specialist secretariat or other specialist agency in agreement with the chair/co-chairs.

- Consensus is defined as, first, general agreement, and second, group solidarity of belief that the decision is aligned with the strategic intent of the Initiative.
- In the event a consensus cannot be reached during a meeting of the Initiative; the chair/co-chairs may request a decision be made by voting. Initiative members may also abstain from voting. Those abstaining, voting in favour and against any decisions made in this manner will be recorded in the meeting record.
- In the event of a disagreement among members of the Initiative remaining unresolved at the end of an Initiative meeting, relating to any aspect of the strategic priorities of the group, chair/co-chairs will work closely with the members to identify resolution. Such resolution as achieved will be reported to the Initiative by the secretariat in a timely and appropriate manner.

**Expert Groups:**

- Expert groups may be deployed by the Initiative to conduct specific tasks and projects in support of the Initiative's strategic intent.
- Operate under the leadership/coordination of a member of the Initiative with associated expertise.
- Convene for a period of time as determined by the Initiative
- Expert groups will be convened to support the Initiative's advocacy goals
- Examples of expert groups include:

**1. Advocacy group:**

- An advocacy group composed of coalition and expert members in EU viral hepatitis health policy advocacy.
- Will be led/coordinated by a full member of the Initiative.
- Will develop and execute a coordinated multi-national advocacy strategy in support of the coalition's strategic intent.
- Will support the secretariat in the execution of its objectives as determined by the Initiative.

**2. Study group**

- A study group composed of full and observer members will devise and undertake the collaboration's research.
- Will be led/coordinated by a full members of the initiative.
- A competitive and transparent process will be used to commission research/projects.
- Will report on progress and findings at group meetings.
- Will operate through regular calls and, where appropriate, in-person meetings to address key research question to discuss and comment on draft content.
- Will develop and execute timely publication plans aligned with the strategic intent of the collaboration.

**Secretariat**

- The Initiative will be supported by a specialist secretariat, providing expert advice, facilitation and practical assistance in the execution of the group's functions as determined by the Initiative.
- The Secretariat is provided by the funding partners at no-cost to the Initiative and operates under the direction of the Initiative chair/co-chairs in the interest of the advancement of the Initiative.
- The secretariat does not possess voting rights.

<b>Funding</b>	<p>Abbott, Cepheid, Gilead Sciences and MSD have provided initial financial support to the ACHIEVE coalition by providing funding to an independent, third-party secretariat. The secretariat will ensure appropriate governance around use of funds, which will be transparently reported in line with national law and voluntary compliance procedures.</p> <p>Funding by the private sector is limited to secretariat costs, the costs of hosting meetings and events, and reasonable and compliant expenses and travel costs incurred by collaboration members for attendance at meetings/events.</p> <p>There is no obligation to fund further projects commissioned by the collaboration or to pay honoraria; such financing will be considered on a case-by-case basis.</p> <p>In addition to funding, the private sector will also contribute their expertise in kind to the collaboration via their employees.</p>
<b>Joint working principles</b>	<ul style="list-style-type: none"> <li>• Consensus developed by the coalition will be contained primarily in a Initiative “position statement”. This document will be revised and published with such frequency as the Initiative determines appropriate.</li> <li>• All materials developed by the Initiative will be subject to the appropriate regulatory and compliance procedures of the respective organisations.</li> <li>• External communications of the Initiative will be based solely on areas of formal agreement as established in the Initiative’s position statement and published communication materials.</li> <li>• Members will be referenced appropriately in all materials published in the public domain.</li> </ul>
<b>Transparency arrangements</b>	<ul style="list-style-type: none"> <li>• Any financial support provided by the Initiative sponsor(s) will be transparently reported in line with national law and voluntary compliance procedures.</li> <li>• Members of the Initiative agree to report transparently any transfer of value received in line with their respective organisational and mandated reporting procedures.</li> </ul>