

“European Civic Prize on Chronic Pain” Collecting Good Practices II EDITION

Closing date for receiving your submission is 31 December 2018

Application Form Guidelines

The applications must be submitted ON LINE, in English, no later than the deadline for submitting applications referred to in the Call for Proposals.

The application form is available on the ACN website [HERE](#)

Only applications submitted online will be considered. Incomplete applications will be rejected.

You should identify and give details of an initiative that you/your organisation has experienced or that you know about in your country and that meets the below four basic criteria.

You may submit as many entries as you wish, filling out a complete form for each of these good practices.

Take into account the following when deciding which project to submit:

Specific categories:

The good practice should demonstrate one or more of the following:

- **Patients’ empowerment**

Good practices concerning: providing information, creating information campaigns, supporting and capacity-building for individual patients with chronic pain, as well as their relatives, including their social, psychological, and other impacts. This also includes partnerships between patients’ organisations and other stakeholders (health professionals, public institutions, media, healthcare industry, etc.) to empower patient and civic organisations so that patients can understand their rights and make informed choices

- **Innovation**

Good practices concerning: laws, technologies, apps, devices, events, theatrical performances, etc.

Clinical practices

Good practices concerning: pain management (prevention, diagnosis, treatment and monitoring), dedicated units, therapeutic pathways, clinical records, ways of measuring pain, etc. It will be especially valuable if these involve patients.¹

- **Professional education**

Undergraduate and postgraduate education for healthcare professionals, training courses in the hospitals/clinics, updating general practitioners, etc....

These categories are based on the [Pain Patient Pathway Recommendations](#) developed and subscribed to by 21 civic and patients organisations dealing with chronic pain:

¹ Patient participation means involvement of the patient in decision making or expressing opinions about different treatments, methods, therapeutic pathways etc.. which includes sharing information, feelings and signs and accepting health team instructions.

Definition

- **What is a good practice?**

- <http://www.cittadinanzattiva.it/approfondimenti/attivismo-civico/cittadinanza-dimpresa/4972-good-practice-the-policy-of-cittadinanzattiva.html>

Good practices are actions whose very nature have a positive impact on the quality of services, the protection of citizens' rights, the promotion of civic participation, and the enhancement of human resources. In particular, they are very successful initiatives aimed at improving the efficiency (cost) and the effectiveness (as a way to meet, in an appropriate manner, the needs and expectations of citizens) of the management and provision of services.

Criteria to be taken into account when selecting the good practice

In order to be considered a Good Practice, the identified initiative **must be concluded or be ongoing** and **must meet all the following criteria**:

1. **Reproducibility** – It must be possible to transfer and implement the identified practices in situations and places different from the ones where they were observed.
→ *What is it?* A practice that could be reproduced in another country / hospital/ patient/university etc.
→ *What it isn't?* Cases where the conditions that make the initiative possible are exceptional.
2. **Innovativeness** – The capacity of producing new solutions.
→ *What it isn't?* The mere application of an existing guideline, regulation or law. However, an example of a good practice could be where an existing guideline, etc is applied in a particularly innovative way.
3. **Added Value** – The capacity of the identified practice to produce a greater impact on the situation.
4. **Appropriateness** – A practice enabling an efficient and effective management of an issue.
→ *What it isn't?* Example: a program of meetings between the mayor of Rome and citizens was implemented at neighborhood level in order to fill the gap between the city administration and the people. Thousands of persons participated in these meetings but each one expressed their individual demands and these were too specific, thus hindering the possibility of answering the population's general demands.

Documentation

It is important to take into account that in addition to the brief description of the good practice, the form will ask to provide further information needed to complete the good practice database, as shown on the attached form. Any other attachments should be e-mailed to: d.quaggia@activecitizenship.net

General Data

You need to answer the following questions: what? (the object of the good practice), where? (city, country), who? (the civic organisations and the public institutions involved), and when? (year).

Description of the good practice

It is necessary to provide the objectives of the good practice, a description of the activities, the obstacles encountered, the factors that facilitated the process, the outcomes of the good practice and the impact on the beneficiaries, etc.

Evaluation

You need to show how the good practice meets each one of the above four criteria: reproducibility; innovativeness; added value; appropriateness.

DRAFT OF THE FORM FOR COLLECTING THE GOOD PRACTICE: (please do not complete it here but on line! [HERE](#))

CONTACT PERSON

Name and Surname	
Organisation	
Position	
Country	
Country Region	
Email	
Phone number	

Short description of the person submitting this project (specify if he/she is the Leader) Maximum 150 words/10 lines

DESCRIPTION

Title of the good practice	
Category – tick one or more	<input type="checkbox"/> <u>Empowerment:</u>
	<input type="checkbox"/> <u>Innovation</u>
	<input type="checkbox"/> <u>Clinical practices</u>
	<input type="checkbox"/> <u>Professional education</u>
Who are the stakeholders involved in the Good Practice?	<input type="checkbox"/> Civic Organisation(s) - write the name of the civic organisation(s) involved
	<input type="checkbox"/> Healthcare Organisation(s) - write the name
Fill in as many as apply	<input type="checkbox"/> Health Professionals
	Specify _____
	<input type="checkbox"/> University - write the name

	want to convey? [Maximum 5 lines each] 1. 2.
Next Steps:	If applicable, what are your organisation's next steps for your good practice? [Maximum 5 lines]

OTHER INFORMATIONS
Should you have further and relevant information not mentioned on the questionnaire, please write it here. [Maximum 150 words/10 lines] Links to additional information are welcome.

A special jury

It will determine the eligibility of good practices and evaluate their content on the basis of the suitability to the above mentioned four criteria.