



EUROPEAN MEDICINES AGENCY
SCIENCE MEDICINES HEALTH

SPOR Programme Update on change management activities

March 2017





Update on change management activities

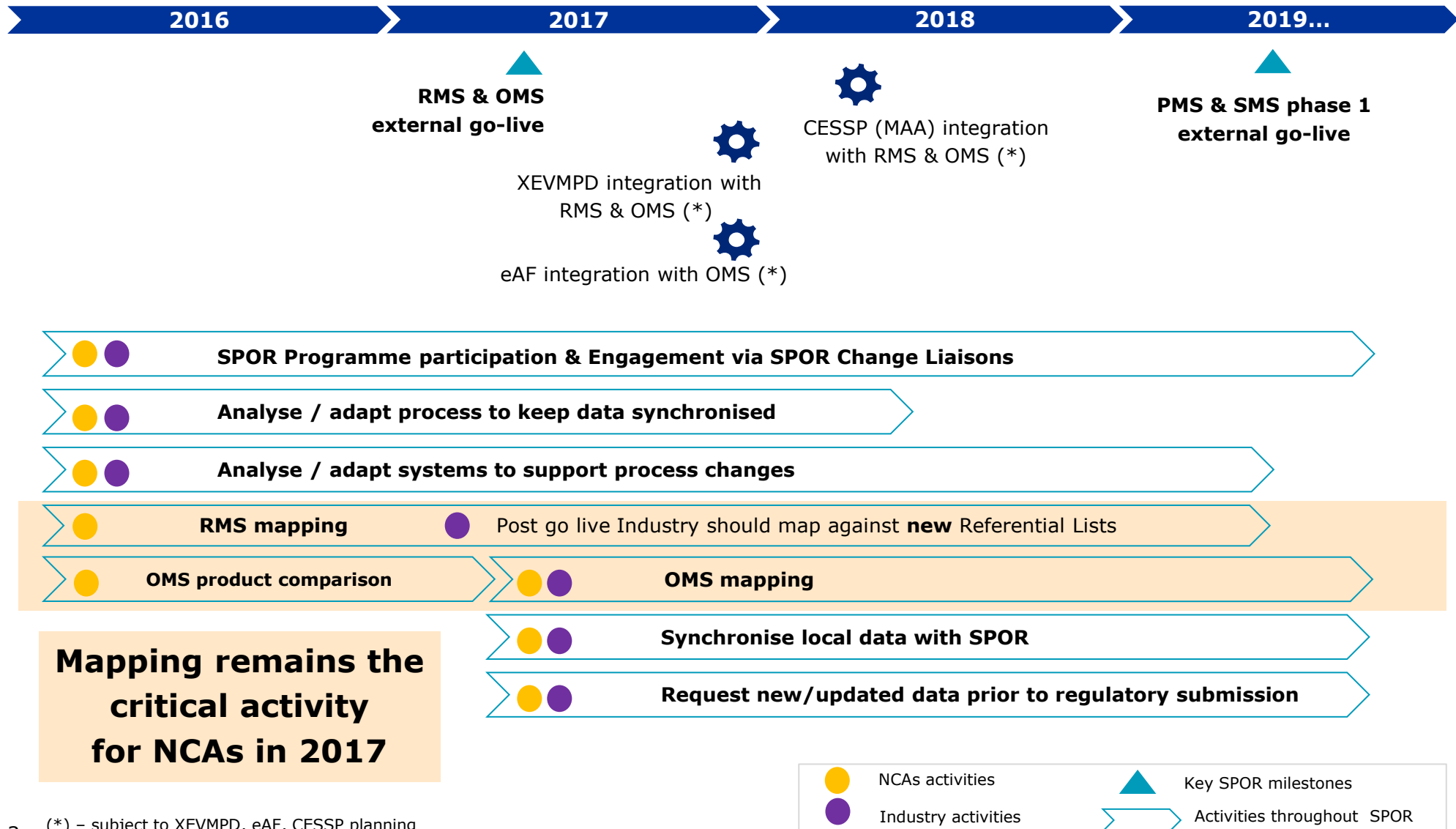
- Highlight of activities from 2017
- Update does not cover communication activities / recommendations that resulted from 8-9 March workshops



Resources

- October 2016 SPOR team goes from 3 to 1 full time staff member to support SPOR change management
- Team of 2 from week from 20 March

NCA's and Industry involvement throughout SPOR



(*) - subject to XEVMPD, eAF, CESSP planning

- **SPOR implementation questionnaire 2016** (measuring Awareness, Planning, Mobilisation)
 - Different speeds in mapping across NCAs
- **Conclusion:** Network needs to **intensify mapping in 2017**
- **Plan how the Network can improve mapping activity**
 - Continue to monitor the mapping progress through the regular surveys
 - Appoint the NCAs **mapping coordinators, mapping champions**
- **Role of the mapping coordinator:**
 - Work closely with SPOR NCA change liaisons
 - Monitor and communicate on the mapping progress
 - Identify if a NCA requires help from a mapping champion
 - Identify problems, propose actions, escalate when required

- **EUNDB** and **IT DEC** agreement to appoint NCA mapping coordinators and champions
- **NCA mapping coordinators:**
 - Sweden, Italy – H/V
 - Awaiting for Veterinary appointment
- **On-boarding of NCAs mapping coordinators** - by the end of March
 - Additional TC to answer any technical questions related to mapping - 23 March
- EMA SPOR team will **identify** the **mapping champions**
- **Update to NCAs change liaisons on the progress / actions**
- EMA SPOR team will support the NCA mapping coordinators with the preparation and analysis of the surveys and other supporting material when required
 - **Circulate SPOR 2017 Survey by 13 March**

- 7 Feb – **webinar for all NCAs** (H/V) to communicate data roll-out plan (**data activities**)
- **Telematics forum** 1-2 March (NCAs IT directors and business representatives)
 - **Key messages conveyed :**
 - High level timelines for SPOR
 - Key activities for NCAs , in the context of SPOR milestones, integration with Telematics systems
 - Benefits
 - What will SPOR deliver
 - NCAs change liaisons (today 41 nominees)
- **Next steps:** develop and distribute additional SPOR relevant information / involve NCAs change liaisons



Engagement with committees and working parties

- **CMD(h)**
- Update on OMS of SPOR in January
- **Key messages conveyed**
 - What will OMS deliver
 - How the content of the OMS dictionary will derive and how it will expanded
 - Data mapping
- Update on **RMS** of SPOR scheduled **23 March**
- **Next steps**
 - Involve NCA change liaisons
 - Communications on PMS and PMS
- Targeting of other groups is planned



On-boarding the SMEs (industry)

- **1,619** - the number of SMEs registered with EMA at the end of 2015
- SPOR team has been working with the SME stakeholder office
 - Objective: increase awareness of SPOR and engage the SMEs
- **Plan:**
 - Introductory webinar targeting the SMEs
 - Content for the webinar drafted by end of March
 - Share the draft content with selected NCAs and Industry change liaisons for the feedback
 - Content recorded in April and shared
 - Follow up with Newsletters



Developing new / updating existing content

- **Reviewing existing content and cutting into bit-size material**
 - Format: pp slides + slide notes / max 1 page document
 - Exploring possibility of recording it
 - Target engagement: Awareness and understanding / Support and commitment
 - Audience: NCAs, Industry, both
- **Involvement of change liaisons:**
 - Obtain the feedback from change liaisons
 - Change liaisons to share material with their organisations



Developing new / updating existing content

New content:

- NCAs and industry high level activities throughout SPOR (doc.)
- NCAs data activities (Human, Veterinary) (doc.)
- Mapping Referentials – high level process for NCAs (doc.)
- Industry data activities (Human, Veterinary) (doc.)
- Mapping Referentials – high level process for NCAs (doc.)
- Drafts were shared with change liaisons (feedback received Thank you!)
- RMS web user manual
- OMS web user manual



Thank you!