



Joint EU-MNE Programme for
Employment, Education and Social Welfare



Minutes

Project: “Monitoring the prescription of diclofenac with the aim of optimisation of its safe use”

Monitoring visit and support for preparation of interim report and OTSC

Hosting institution: Institute for Medicines and Medical Devices (CInMED)

Date: Thursday, 01/04/2021

Participants:

CInMED:

1. Maja Stanković, Project Manager and Lead researcher
2. Denis Reković, Project Coordinator
3. Svetlana Raonić, Financial affairs manager
4. Vesna Kostić, Legal affairs manager
5. Aleksandra Joksimović
6. Žana Vukčević

MG Soft:

1. Radovan Sekulić, Project team leader

ICE i Ministarstvo prosvjete, nauke, kulture i sporta:

1. Ivana Staljetović, ICE (International Consulting Expertise)
2. Snežana Vukotić, Ministarstvo prosvjete, nauke, kulture i sporta

Findings:

- The topic of possible extension of the project was opened due to the busyness of the members of the CInMED research team, as well as the busyness of external experts, ie due to the illness of the family members of one of the external experts.
- As the extension of the contract requires the preparation of Addendum, by Ms. Staljetović and Ms. Vukotić, it was emphasized that the request for Addendum should be sent no later than 15.12.2021, ie at least three months before the end of the project, given that the procedure of approving Addendum certain time.



This project is co-funded by
the European Union



Monitoring the prescription of diclofenac with the aim
of optimization of its safe use



The project is implemented by



Joint EU-MNE Programme for
Employment, Education and Social Welfare



- Radovan Sekulić presented activities related to changes in the IS of primary health care and changes in the IS CInMED, which are a consequence of the perceived need for connection and continuous improvement of the system.
- CInMED pointed out that on February 21, 2021, no workshops were held with health workers, representatives of the Ministry of Health and the Health Insurance Fund due to the current situation with the pandemic. We did not want to go with the online workshop because we have experience with similar trainings that we conducted through the WHO and the Institute of Public Health when the response of health workers was very small. And state this in the narrative report as an explanation of the delay. (mitigation measure).
- The ICE indicated that the postponement of activities for the next reporting period needs to be well explained. ICE's position is that this is done in a notification letter in addition to the explanation in the Narrative Report. It is best for the table for the amended action plan to be part of both documents. It was emphasized by ICE that profits during the duration of the project must not be made, so that commercialization is impossible before the end of the project.
- CInMED presented a proposal for an Annex to the contract on hiring experts. which is necessary for the reason of delaying their reporting and thus payment. An Annex to the contract with external experts was presented, which is necessary due to the delay in submitting the report. The ICE representative suggested that the text be corrected by writing that upon submission of reports and outputs (3.1,3.2 and 3.3) and their approval by CInMED, the first payment will be made and the second after the submission of reports and outputs (5.1,5.2 and 5.3) and their approval by CInMED.
- An updated Communication Plan and Procurement Plan must be submitted with the report.
- All visibility materials, including stickers, flyers must be sent to the Ministry of Education, Science, Culture and Sports for approval. The contact person in the Ministry is Ms. Ivana Lagator.



This project is co-funded by
the European Union



Monitoring the prescription of diclofenac with the aim
of optimization of its safe use



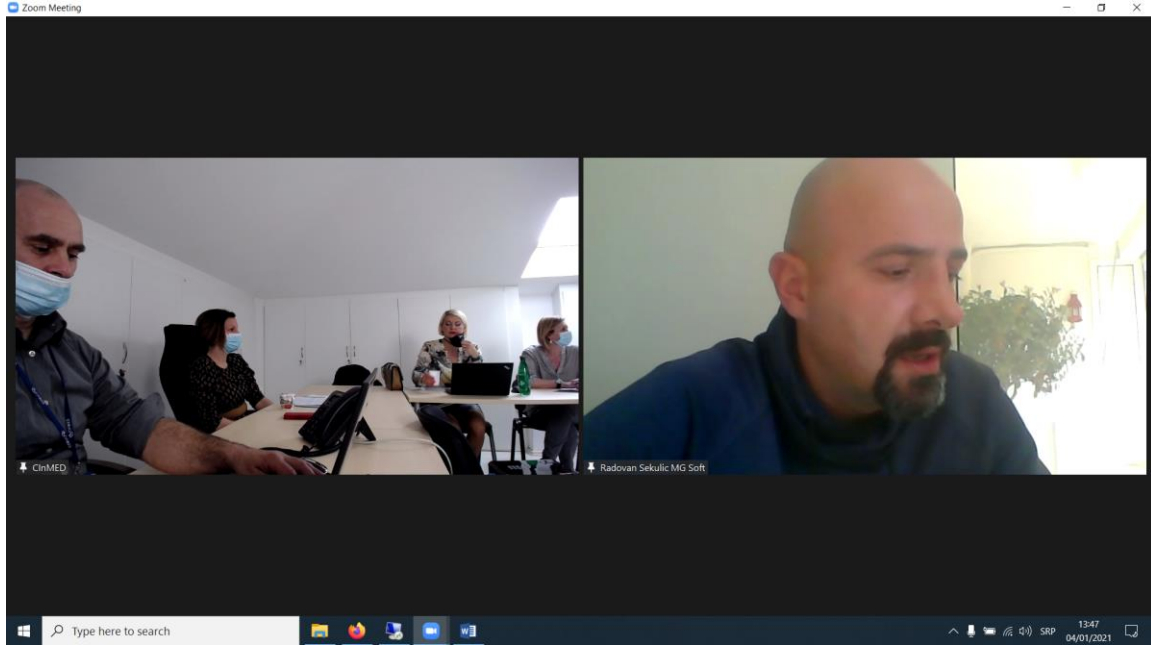
The project is implemented by



Joint EU-MNE Programme for
Employment, Education and Social Welfare



Photos



This project is co-funded by
the European Union



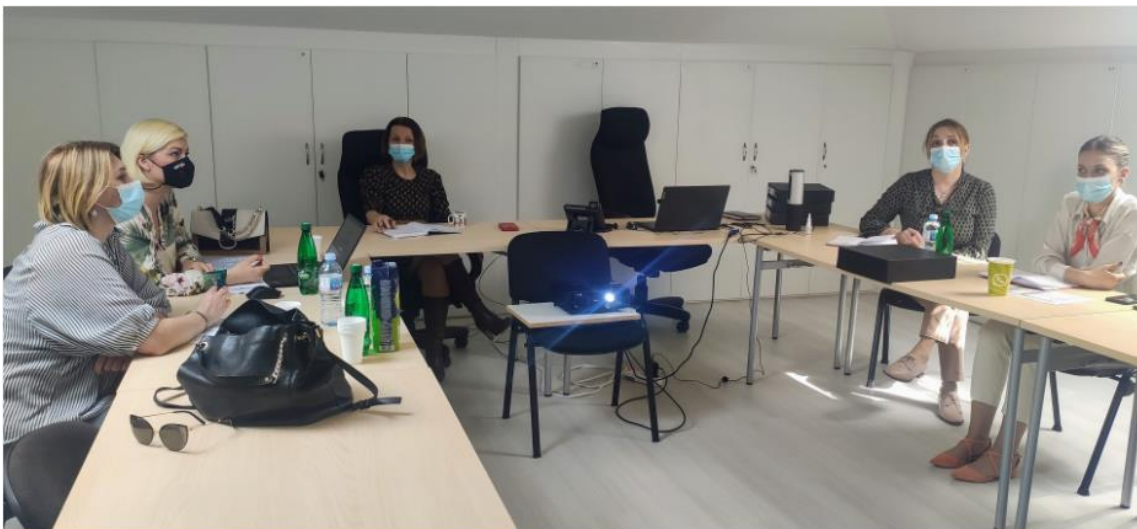
Monitoring the prescription of diclofenac with the aim
of optimization of its safe use



The project is implemented by



Joint EU-MNE Programme for
Employment, Education and Social Welfare



This project is co-funded by
the European Union



Monitoring the prescription of diclofenac with the aim
of optimization of its safe use



The project is implemented by



Technical Assistance to the Grant Beneficiaries in Project Implementation
SOPEES-2015- 2017/2-EES/SER- SIMP/TAGB Contract No. CFCU/MNE/089

Attendance Sheet

Event: Monitoring visit and support for preparation of Interim report and OTSC

Date & duration: 11/4/2021 12:00

Place: CALIMED premises

#	Name	Institution	Position	E-mail	Signature
1	IVANA STALJETOVIC	ICE	SNKE	ivanastaljetovic@yahoo.com	I Staljetovic
2	SNEŽANA VUKOVIĆ	MESKS	imp. meneger	snezana.vukovic@mpk.gov.me	Snezana
3	Maja Stankovic	CINMED	Head of Centre	maja.stankovic@cinmed.me	Maja
4	Denis Rekovic	CINMED	PROJECT COORDINATOR	denis.rekovic@cinmed.me	Denis Rekovic
5	Stefana Rasic	CINMED	FINANCIAL COORDINATOR	stefana.rasic@cinmed.me	Stefana Rasic
6	Aleksandra Jansinovic	CINMED	Financial Assistant	aleksandra.jansinovic@cinmed.me	Aleksandra Jansinovic
7	Zana Vukcevic	CINMED	legal assistant	zana.vukcevic@cinmed.me	Z. Vukcevic
8	Vesna Kostic	CINMED	LEGAL COORDINATOR	vesna.kostic@cinmed.me	Vesna Kostic
9	RADOVAN SEKULIC	MG-SOFT	PROJECT TEAM LEADER	radovan.sekulic@mg-soft.co.me	ZOOM LINK
10					