

About ICTUSnet

ICTUSnet is a project that wants to improve the health care and quality of life of people having a stroke. ICTUSnet has the mission to create a network of collaboration between different regions of southern Europe formed by patients and professionals from different areas related to stroke, covering an area of 20 million inhabitants. At the same time, ICTUSnet aims to create research infrastructures that incorporate innovative data analysis technologies to improve stroke care systems and subsequently reduce the impact of the disease on the population.

To obtain this, the partners have structured the tasks to be performed in 8 work packages:

- WP1: REGIONAL REGISTRIES AND INTEGRATED PLATFORM
- WP2: ARTIFICIAL INTELIGENCE TOOLS (TEXT & IMAGING)
- WP3: ANALYSIS & BENCHMARKING OF STROKE HEALTHCARE PATHWAYS
- WP4: KNOWLEDGE TRANSFER TO HEALTH POLICIES
- WP5: KNOWLEDGE EXCHANGE, COLLABORATION & MUTUAL LEARNING
- WP T1: PROJECT MANAGEMENT
- WP T2: COMMUNICATION
- WP T3: EVALUATION

ICTUSnet is planned for 3 years (April 2018 - March 2021)

What will be done in WP T1: Project Management

Objectives

All intensive projects like ICTUSnet require a transversal management support to facilitate the **daily coordination** of all the different activities and institutions participating in the project; and to monitor the implementation of the project according to the plan.

Additionally, as ICTUSnet is funded by the Interreg Sudoe Programme, there **some specific requirements of the Programme** that we need to follow to ensure that the projects are executed according to their guidelines. The activities planned in WP T1 try to help the ICTUSnet partners to do so, and to **assist in the communications** between partners and with the institutions that manage and finance the Programme.

The lead partner of the Consortium, the Agency for Health Quality and Assessment of Catalonia (AQuAS), is the one taking the role of coordinator for ICTUSnet.

Tasks

The WP for Project management is divided in **5 tasks**:

- **Task T1.1** “Structures, responsibilities and procedures for daily coordination and Project Management” and **Task T1.2** - “Structures for decision-making”: This two tasks encompass the establishment of a set of working teams and specific roles within the ICTUSnet Consortium to be in charge of the coordination and the decision-making for the project.
The Coordination team includes the Scientific, Financial and Communication Managers, and deals with the daily coordination of ICTUSnet. In addition, internal Project Managers are assigned by each partner to support the project coordination in each institution.
On top of the Coordination Team, there are the Steering Committee and the General Assembly. The Steering Committee is composed by the leaders of all the WPs, and is in charge of the scientific and technical decisions of the project. On the other hand, the General assembly represents the whole Consortium, and deals with administrative decisions regarding the consortium and the compliance of the Interreg Sudoe guidelines.
- **Task T1.3** “Internal communication tools”: the ICTUSnet Consortium has different tools available for the communication between partners. Some of these tools include, among others: a list of contacts, a teleconference system or an on-line repository to compile all the relevant documents generated in the different activities of the project.
- **Task T1.4** “Reporting the progress of the project”: in addition to the timely follow-up of the progress done in the coordination meetings, the ICTUSnet partners have to prepare periodic written-reports to inform the Interreg Sudoe authorities about the achievement of project goals and products. These reports compile the information regarding the status of each one of the activities, their results and detail the contribution of each one of the partners to the project.
- **Task T1.5** “Financial management”: in line with the reporting of the project activities mentioned in the task above, ICTUSnet have also to submit financial reports to the Interreg Sudoe authorities including all the costs incurred for the project activities within the given period. Additionally, the costs reported are checked by financial auditors to ensure that they aligned with the Programme guidelines and with the budgets initially planned for each partner. This reporting are done, at least once a year by every partner.

All in all, WP T1 provides the structures and resources to ensure that the project follows the expected plan in terms of schedule, costs, technical implementation and that all the requirements from the Interreg Sudoe authorities are fulfilled.



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