



# DESCRIPTION OF WORK PACKAGES: WP 3: EVALUATION OF PROJECT

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## Work package specifications

Specification	
Starting date (project month)	1
Ending date (project months)	36
Associated partners	All
Collaborating partners	None



## Description of the work

1. Function of management and quality control
2. Monitor and review milestones and deliverables
3. Monitor and review achievement of objectives as against indicators



## Indicators for objectives

**Specific objective 1** to systematise good practice on brief interventions for alcohol use disorders and their implementation in primary health care, workplace health services, emergency care and social services.

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<b>Process Indicators</b>	<b>Output Indicators</b>	<b>Outcomes Indicators</b>
Methods for secondary analyses adapted	List of methods;	Analytical approach unified
Questionnaire development	Questionnaire available	Sufficient coverage
Analytical process started	Analytical protocol	
Models of good practice identified & assessed	Evidence report	Evidence based information on BI in different settings are available

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# Indicators for objectives

**Specific objective 2** to develop & field test a set of tailored brief intervention toolkits for each setting

<b>Process Indicators</b>	<b>Output Indicators</b>	<b>Outcomes Indicators</b>
Proposals of BI toolkits (Tools, methods & material)	Set of tailored BI toolkits	
Adaptation on setting specific requirements & field test country	Set of tailored BI toolkits	
Field test implementation & Evaluation of feasibility & practicability	Evaluation reports of field tests Feasibility : Acceptance by professionals, use of trainings & practicability (i.e. number of brief intervention completed	
Identification of adequate settings for BI	No of persons reached in the field tests; Acceptance of BI by provider and client; Identification of barriers and facilitators for the implementation in each setting	



# Indicators for objectives

**Specific objective 3** to compile guidelines for the development of tailored brief intervention approaches for different settings

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## Process Indicators

Draft recommendations for guidelines

scientific board meeting with consensus finding

## Output Indicators

Guidelines for developing & rolling out tailored brief intervention approaches in further countries

## Outcomes Indicators

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# Indicators for objectives



# Indicators for objectives I

**Specific objective 1** to systematise good practice on brief interventions for alcohol use disorders and their implementation in primary health care, workplace health services, emergency care and social services.

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<b>Process Indicators</b>	<b>Output Indicators</b>	<b>Outcomes Indicators</b>
Methods for secondary analyses adapted	List of methods;	Analytical approach unified
Questionnaire development	Questionnaire available	Sufficient coverage
Analytical process started	Analytical protocol	
Models of good practice identified & assessed	Evidence report	Evidence based information on BI in different settings are available

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## Indicators for objectives II

**Specific objective 2** to develop & field test a set of tailored brief intervention toolkits for each setting

<b>Process Indicators</b>	<b>Output Indicators</b>	<b>Outcomes Indicators</b>
Proposals of BI toolkits (Tools, methods & material)	Set of tailored BI toolkits	
Adaptation on setting specific requirements & field test country	Set of tailored BI toolkits	
Field test implementation & Evaluation of feasibility & practicability	Evaluation reports of field tests Feasibility : Acceptance by professionals, use of trainings & practicability (i.e. number of brief intervention completed	
<b>Process Indicators</b>	<b>Output Indicators</b>	<b>Outcomes Indicators</b>
Identification of adequate settings for BI	No of persons reached in the field tests; Acceptance of BI by provider and client; Identification of barriers and facilitators for the implementation in each setting	



## Indicators for objectives III

**Specific objective 3** to compile guidelines for the development of tailored brief intervention approaches for different settings

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### Process Indicators

Draft recommendations for guidelines

scientific board meeting with consensus finding

### Output Indicators

Guidelines for developing & rolling out tailored brief intervention approaches in further countries

### Outcomes Indicators



## Indicators for objectives IV

to disseminate the project outcomes and guidance documents across the EU and to  
**Specific objective 4** attract the EU MS towards a widespread national implementation of BI in relevant settings

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### Process Indicators

Map of implementation status of brief interventions in EU in different settings

Development of dissemination strategies according to implementation status

### Output Indicators

Concrete plan for dissemination across EU

### Outcomes Indicators



## Methods

- Create an excel file of all outputs and actions of project, including milestones, deliverables and indicators to use as a management tool to document and judge performance against the proposal
- Excel file will be used as an on-going tool interacting regularly, as appropriate, say every three months with relevant project partners. Interaction will be done through e-mail or tele-calls as needed.
- Review all written outputs to standard of peer reviewed book chapters and journal articles.



## Action – next steps

- Develop excel file and finalize evaluation plan within 15 working days of this meeting and send to all partners



## Milestones & Deliverables

No	Milestone title	Month of achievement
1	Evaluation plan established	3
2	Process evaluation report with interim report	18
3	Process evaluation report with final report	36

No	Deliverables	Month of achievement
1	Interim evaluation report	18
2	Final evaluation report	36