EAHM Innovation Award

IN HOSPITAL MANAGEMENT 2023

# **I – OBJECTIVES AND APPLICATION PROCESS**

For this first edition of the Healthcare Week Luxembourg (“HWL”) which will be held on September 20 to 22, 2023 at Luxexpo The Box in Luxembourg, the European Association of Hospital Managers (EAHM-AEDH-EVKM) is pleased to announce the third edition of the "EAHM Innovation Awards in Hospital Management", in collaboration with the “Fédération des Hôpitaux Luxembourgeois” (FHL), a competition that will select the best innovative project in the field of hospital management in Europe and neighbouring countries.

**Application criteria**

* An applicant cannot submit more than one project.
* All projects must have already been “launched” at least in a test/pilot phase with a hospital or a network of hospitals.
* Applicants must be located in the Greater Region ([*Territoire — Grande Region,* *Territorium - Großregion*)](https://www.granderegion.net/En-bref/Territoire) - in case of doubt regarding the applicability of the location criteria to your case, please contact us at [hwl-awards@fhlux.lu](mailto:hwl-awards@fhlux.lu)
* Applicants must be a not-for-profit healthcare organisation, e.g., a hospital, a hospital network, a university, a certified medical centre, or a registered medical society located in the Greater Region. Applicants may not be an individual.

**Application and selection process**

* Applications must be submitted on the attached application template in English, French or German.
* Applicants have until July 15, 2023, to send their completed application to: [hwl-awards@fhlux.lu](mailto:hwl-awards@fhlux.lu) ,mentioning, “HWL Awards 2023 - EAHM Innovation Awards in Hospital Management Application”.
* For this first edition, three (short listed) applicants selected by a jury made up of professionals of the healthcare sector will be invited to give a live pitch during the HWL event.
* The shortlisted results will be communicated to participants at the latest by September 8, 2023.
* The jury will evaluate the applications and final pitches of the shortlisted candidates based on an evaluation grid of six elements as follows:

1. EAHM Values, Engagement of stakeholders and “Coup de coeur”

Values: We will assess the extent to which the project applies the EAHM’s values of good practices of hospital and healthcare management.

In particular:

Effective communication; Training and development of staff, Patient centeredness; Continuous quality improvement; Clarity of roles & Responsibilities; Authority and Accountability for team members.

Engagement: We will assess the degree to which the project has created channels to involve or consult with all relevant stakeholders. These can include patients, service users, staff, unions and partnership processes. We will also assess the method and tools used to communicate with stakeholders during the project.

1. Value for Money, cost/benefit

We will assess how the project creates a streamlined approach to service delivery and delivers increased efficiency and resource optimisation/savings.

1. Service Efficiency, operability

We will assess the project’s impacts on efficiency, improved organization and working procedures, quality of service, and patient safety and care.

1. Methodology, Change management.

We will look for technical details regarding the design, delivery and particular set of skills and knowledge, methodology etc. used in the project.

1. Transferability

We will assess the potential for learning from the project and its ability to be replicated to other parts of the health services. To include, but not limited to, the overall approach, specific features, or specific outcomes of the project.

1. Impact / Outcomes /results:

We will assess how the project measures the impact of innovation within their service as a result of their project. Please include details of quality improvement measurement tools used and results captured.

* The jury selection results will be divulged during the gala dinner, which will be held on the last day of the overall event during the Awards ceremony will take place on September 21, 2023, during the gala evening of the Healthcare Week Luxembourg - which itself will be held from September 20 to 22, 2023 at Luxexpo The Box in Luxembourg City.
* Two members of each of the shortlisted companies will be invited to participate in this event, allowing them to network with a wide range of relevant and key stakeholders of the industry.
* Two other awards (in the fields of Research and IT technological solutions) will also be honoured on that occasion.

**Jury members provide their ratings free of any constraints or conflicts of interest. The members of the jury are not allowed to submit projects themselves. The vote of the jury is anonymous and final. There is no appeal against its vote.**

**Deadlines**

* Deadline for application: **July 15, 2023**.
* Announcement of the shortlisted finalists: **September 8, 2023**.
* Finalists’ Pitch Day : **TBD – But will be on the 1st or 2nd day of the HWL event September 20 or 21, 2023.**
* Winners and Awards Ceremony: **September 21, 2023.**

**II- APPLICATION FORM AND AUTHOR INSTRUCTIONS FOR ABSTRACT SUBMISSIONS**

To be completed and sent (A4 paper in WORD FORMAT, Arial or Helvetica, and 11 points) to: [hwl-awards@fhlux.lu](mailto:hwl-awards@fhlux.lu) mentioning, “HWL Awards 2023 – Hospital Management Application”.

Papers should have a length of (at most) 2 pages with a total of maximum 1100 words (maximum of 550 words/page).

Margins: Left, right, top and bottom margins should be 25 mm. PLEASE DO NOT ALTER THESE MARGINS!

Section heads: Section heads are flush left, Arial or Helvetica, bold, 11 points and in capitals.

Subsection heads: If your abstract has subsections, they have to be flush left, Arial or Helvetica, bold, 11 points, and sub-numbered.

Text: All text including abstract should be single space, full justification, Arial or Helvetica, and 11 points.

**Overall information**

|  |  |
| --- | --- |
| Applicant Name (Company or entity)  Name of hospital, address, country |  |
| Author’s Name and function  [ \* indicates presenting author ] |  |
| Author’s Email |  |
| Company website |  |
| Contact phone number |  |
| Name of the solution that you would like to submit to the HWL 2023 – EAHM Hospital Management Awards Jury  *Title in Arial or Helvetica, bold, 16 points, and in capitals* LIKE THE LAST PART OF THIS SENTENCE |  |
| Brief description of the project  The abstract should incorporate the following sections: Introduction, Materials and Methods, and Results and Discussion. |  |
| Please state at how many hospitals the solution has been “tested or deployed” and whether it is at a preliminary test phase; pilot phase or in full operational use |  |
| MATERIALS AND  METHODS | In this section, you describe the innovation project  …  …  …  …  … |
| RESULTS AND  DISCUSSION  This last section should give an overview of the obtained results, KPIS’s and should contain a discussion about these results. In the last paragraph of this section, a conclusion is formulated. | … |
| REFERENCES  [Add a reference if relevant] |  |

|  |  |
| --- | --- |
| Submission date: |  |
| Submitted by:  (Name / Title) |  |