



15 November 2013

Following the close of an **initial consultation** <sup>[1]</sup> with EAHP's membership and invited observer organisations the 1st round of a Delphi consultation on draft EAHP statements on hospital pharmacy practice is now open.

### ***Adhering to Delphi principles***

In keeping with Delphi principles, this consultation is hosted online via an external organisation (Synmind) and is being externally moderated by a team of facilitators lead by UK physician Neal Maskrey. All responses are displayed and recorded in an anonymous fashion whilst the content of the comments is visible to all registered participants in order to inform their views.

### ***How to be included in the consultation***

To be included in the Delphi consultation it is necessary to be provided with a username and password to the consultation portal by external software providers SynMind. However this can only be supplied following registration. To register as a participant organisation or observer in the Summit process, click **here** <sup>[2]</sup>. If you have not already received a passcode to register, or misplaced this, simply contact [registration\[at\]eahp\[dot\]eu](mailto:registration[at]eahp[dot]eu) <sup>[3]</sup>.

**Registrations for the Delphi process will not be accepted after Friday 22nd November 2013!**

Finally, if you have already registered as a Summit participant, but have not subsequently received the unique username and password from SynMind to the consultation portal, please contact [david.preece\[at\]eahp\[dot\]eu](mailto:david.preece[at]eahp[dot]eu) <sup>[3]</sup>.

### ***Document toolkit***

## **Draft statements of European Hospital Pharmacy Practice - November 2013** <sup>[4]</sup>

Word version of statements for internal note-making purposes <sup>[5]</sup>

(NB: comments may **ONLY** be submitted via the Synmind web portal <https://balcom.synmind.com/synmindssa/login.html> <sup>[6]</sup>)

A guide to the consultation process <sup>[7]</sup>

A guide to the Synmind Portal <sup>[8]</sup>

### ***The consultation portal and closing dates***

All comments on the draft statements should be made via the Synmind portal ( <https://balcom.synmind.com/synmindssa/login.html> <sup>[6]</sup>)

Registered participant organisations will have received login details from Caroline de Roos ( [caroline.deroos@synmind.nl](mailto:caroline.deroos@synmind.nl) <sup>[9]</sup>)

The first round of the Delphi consultation closes at midnight **on Friday 6th December.**

13 January 2014

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### **Links**

[1] <http://www.eahp.eu/news/initial-consultation-eahp-summit-statements> [2]

<http://www.eahp.eu/events/european-summit/register-participate> [3]

<https://www.eahp.eu/contact/registration/eahp/eu> [4]

[https://www.eahp.eu/sites/default/files/files/EAHP%20Statements%20on%20Hospital%20Pharmacy%202014%20Delphi%20Round\(1\).docx](https://www.eahp.eu/sites/default/files/files/EAHP%20Statements%20on%20Hospital%20Pharmacy%202014%20Delphi%20Round(1).docx)

[5] [https://www.eahp.eu/sites/default/files/files/EAHP%20Statements%202014%20-%201st%20Delphi%20Round\(1\).docx](https://www.eahp.eu/sites/default/files/files/EAHP%20Statements%202014%20-%201st%20Delphi%20Round(1).docx) [6] <https://balcom.synmind.com/synmindssa/login.html> [7]

<https://www.eahp.eu/sites/default/files/files/Quick%20reference%20guide%20to%20the%20Summit%20consultation%20process.pdf>

[8] <https://www.eahp.eu/sites/default/files/files/3%20step%20guide%20to%20the%20Synmind%20portal.pdf>

[9] <https://www.eahp.eu/contact/caroline.deroos/synmind/nl>