

PPRI Advisory Board

Tasks and Procedures

For the 2nd term PPRI Advisory Board (2021 – 2025)

Rationale and background

In 2005, a network of competent authorities responsible for pharmaceutical pricing and reimbursement ('PPRI network') was established. With the financial support of the European Commission / EU Health Programme and the Austrian Federal Ministry of Health, Family and Youth, several deliverables (e.g. PPRI Pharma Profiles, indicators, comparative report, glossary) were produced for and with the members of the PPRI network. With European Commission co-funding for the PPRI project having ended in 2007, the PPRI network has developed into a sustainable and voluntary initiative characterised by its informal character and the commitment of its members. The Austrian Ministry of Social Affairs, Health, Care and Consumer Protection supports the work of the PPRI Secretariat, which is hosted by the Pharmacoeconomics Department of the Austrian National Public Health Institute in Vienna, Austria (the WHO Collaborating Centre for Pharmaceutical Pricing and Reimbursement Policies is also affiliated to the Pharmacoeconomics Department).

Today, PPRI stands for evidence-based information sharing and collocation of data in the field of pricing and reimbursement of medicines as well as of medical devices (with a sub-group having been established in 2018), including their analysis and interpretation, and the transfer of knowledge to policy-makers ('information brokerage' through capacity-building and dissemination). The PPRI network is at the heart of PPRI: this informal network aims to encourage and promote an exchange of information and experience about pharmaceutical policies among the PPRI network members based on shared values such as solidarity and equity, supported by scientific evidence and a common understanding and language on pharmaceutical issues.

Role and general objectives of the PPRI Advisory Board

The PPRI Advisory Board was established in 2017 to provide advice and guidance to the PPRI Secretariat in its vision, management and performance of PPRI-related activities. It aims to promote information exchange between representatives of international and national authorities and agencies working in the pharmaceutical policy field (in particular in the area of pharmaceutical pricing and reimbursement). As such, it acts as a platform for sharing information between the organisations of the PPRI network, including the members of the PPRI Advisory Board.

Since the PPRI network is an informal structure, based on the commitment and voluntary contributions of its members, the PPRI Advisory Board is also set up in an informal way. No decision-making or voting will take place. Participation to the Advisory Board is not an official

representation of the parent institution of the members, and the views do not necessarily represent the position of the institutions.

Specific objectives and tasks of PPRI Advisory Board

- Providing **background information from the institutions** and, if necessary, **personal advice about strategic directions** of the PPRI network and the activities of the PPRI Secretariat, including thematic work on pharmaceutical pricing and reimbursement
- **Informing about** similar (national and international) **initiatives** to allow the PPRI Secretariat to align and coordinate its activities in the international context
- **Commenting on the PPRI work plans** for the coming year(s) and help develop and shape future PPRI activities
- Fostering **collaboration with PPRI network members** and identifying possible new members eligible for the PPRI network
- Building **bridges to external parties** of relevance for PPRI (including helping identify possible sponsors for research activities)
- Providing **comments to the PPRI Secretariat about its work** and the progress of the PPRI network
- **Supporting communication and dissemination activities** of the PPRI Secretariat and the PPRI network (including and in particular to their own institutions), thus contributing to a reduction in redundancies (e.g. avoiding duplication of similar projects).

Members

Membership in the PPRI network is a prerequisite for being member of the PPRI Advisory Board. As for the PPRI network, membership in the PPRI Advisory Board is linked to the institution that will be represented and is informal. Each institution will be represented by one member; a member is allowed to nominate 1–2 deputy / deputies to participate in a PPRI Advisory Board meeting on their behalf. Deputy PPRI Advisory Board members are included in correspondence.

The PPRI Secretariat is responsible for inviting the members of the PPRI Advisory Board. Only organisations that have been PPRI network members for at least 2 years are eligible for joining the PPRI Advisory Board.

A good mix of the international organisations, European institutions and national authorities is sought. PPRI Advisory Board members representing national institutions should reflect diversity in terms of income and size of the country they represent, geographical distribution and organisation of their health care and pharmaceutical system.

Membership term is intended to last for two years and can be prolonged. For the national institutions in the PPRI Advisory Board a rotation principle is sought. The first term lasted from 2017 until 2020. The second term started in 2021 and was originally planned to last until 2023 but then prolonged until the end of 2025.

The Pharmacoeconomics Department of the Austrian National Public Health Institute, which hosts the PPRI Secretariat, acts as Secretariat of the PPRI Advisory Board.

As of 2024, the members of the PPRI Advisory Board are:

- Austrian Ministry of Social Affairs, Health, Care and Consumer Protection (funder of the PPRI Secretariat)
- European and international institutions:
 - European Commission, DG SANTÉ
 - OECD
 - WHO Headquarters
 - WHO Regional Office for Europe
- PPRI member country's institutions:
 - Patented Medicine Prices Review Board, Canada
 - Estonian Health Insurance Fund, Estonia
 - EOPPY, Greece
 - INFARMED, Portugal
 - TLV, Sweden

Funding of the activities of the Advisory Board

Membership to the PPRI Advisory Board is on a **voluntary basis** and in an **honorary capacity**. Financial costs incurred by members of the Advisory Board to participate in the Advisory Board meetings shall be covered by the members' parent organisations. Apart from coverage of these costs, participation in the Advisory Board does not commit the member institution to any financial or other obligation.

Transparency and conflict of interest

The Tasks and Procedures document of the PPRI Advisory Board is published at the website of the Pharmacoeconomics Department of GÖG (https://ppri.goeg.at/PPRI_advisory_Board). Member organisations of the PPRI Advisory Board will also be indicated at the PPRI website. All members have to sign a Declaration of Interest form.

Outcomes of the discussions will be presented to the PPRI network at PPRI network meetings unless confidentiality has been agreed among PPRI Advisory Board members. Documents distributed at Advisory Board Meetings may not be forwarded to other parties unless decided otherwise.

Operational issues

- One to two **face-to-face meetings** per year (alternatively: virtual meetings) at convenient dates (close to PPRI network meetings; notifications will be sent by the Secretariat of the PPRI Advisory Board in due time before the meetings, at least 2 weeks before);
- **Ad-hoc teleconferences** as need be;
- The Secretariat is responsible for organising the meetings (location, facilities), providing the agenda and relevant documents, for the meeting documentation (minutes) and a follow-up of the decisions. Members of the Advisory Board may at all times contribute to the preparation of the meetings.

Commitment and expectations

The members of the PPRI Advisory Board are expected to:

- Ensure, as far as possible, **participation** of a representative in the PPRI Advisory Board meetings;
- **Support** achieving the objectives as mentioned above;
- **Notify** members of the PPRI Advisory Board if any matter arises which may be deemed to affect the development of the PPRI network / PPRI Advisory Board.

Members of the PPRI Advisory Board can expect:

- that each member will be provided with complete, accurate and meaningful **information** in a timely manner by the PPRI Secretariat;
- to be given reasonable **time** to prepare for the PPRI Advisory Board meetings and to provide comments;
- to be **alerted** to potential risks and issues that could impact PPRI, as they arise;
- open and honest **discussions**, without resort to any misleading assertions.

Updates

This document can be adapted upon mutual agreement of the PPRI Advisory Board.

Version as of 14 February 2024