



**PRESENT**

<b>WP1</b>	Silke Apers	
<b>WP2</b>	Jörg Ottenbacher	
<b>WP3</b>	/	
<b>WP4</b>	Georgia Koppe	
<b>WP5</b>	Matthias Schwannauer	
<b>WP6</b>	Elisa Lievevrouw	
<b>WP7</b>	Ulrich Reininghaus Michel Wensing Anita Schick	Joanne Beames Michal Hajduk
<b>WP8</b>	Jeroen Weermeijer	

**1. General Management**

- a. Amendment: we have to write a letter describing which deliverables and tasks have to be extended (**WP3, WP5 & WP6** → **please forward this info to Silke asap**).
  - i. WP4: no extension needed
  - ii. Once the amendment is submitted, they have 60 days to reply
  - iii. Report: most deliverables that were rejected have now been resubmitted, except for **deliverable 3.3** (Silke and Uli will follow-up with Thomas)
- b. Budget: reported underspending has been sorted out
- c. Agenda for next month's half day SC?
  - i. Scientific advisory board (unless they agreed to join us only 1x/year)
  - ii. Dissemination
  - iii. Process evaluation
  - iv. Planned papers/review publications/DROPS overview
  - v. First release database
  - vi. Hands on workshop?
  - vii. Plan for writing papers? Schedule time for data closing in April 2025?
  - viii. Go over main outcomes and who will submit abstracts for them
  - ix. Innovation Radar: marketize DMMH? NHR funding (Mathias)?

**2. WP2**

- a. No updates

**3. WP3**

- a. Overview of data management & data release process (cfr. Slides presented by Anita)
  - i. Monitoring visits should be completed by **end of September, study teams will then receive queries that they have to address within 7 days**

- ii. We will have to update the monitoring and statistical analysis plans
- iii. MaganaMed will not be locked as data collection will be ongoing. This however means that baseline data can still be changed. That's why we have to compare baseline data before and after.
  - Final database lock in April 2025 – no data to be published before that
  - Embargo preregistrations and PhD theses/defenses

**4. WP4**

- a. Working on two papers
- b. Up next: preparing the workshop

**5. WP5**

- a. Finishing up preregistration for the quantitative Phase 1 data paper – Maria will complete introduction and then this will be circulated to those involved
- b. Follow up on report when Maria has submitted her version
- c. Set up meetings on process evaluation plan
- d. Simona will not continue working on IMMERSE due to personal reasons. But we will keep her involved in publications
- e. Rowena will join the Edinburgh team and help out with remaining tasks.

**6. WP6:**

- a. Currently conducting the interviews for the white paper
- b. **Deadline for deliverable 6.10: September 30<sup>th</sup>**: on clinical study and updating data to study registry – Elisa will try to write up the report, Anita gave feedback to draft

**7. WP7:**

- a. Monitoring follow-up assessments
- b. Process evaluation: working on interviews and setting up guidelines for codebook
- c. Monitoring visits ongoing: address some missing data and move further with Python code
- d. Confirm that last participants were included in July? Then last follow-up will be in July, but brought forward 3 months this will be in April

**8. WP8:**

- a. Overview of papers/preregistrations
- b. Disseminations: we need to come up with a plan to follow-up on plans made for the disseminations. Jeroen will follow up on this.

**9. AOB**

- a. WHO is interested in the position paper for their WHO bulletin – Mathias will follow up