



MFH pilot project: guidelines and regulations

1 Background

In the context of the implementation of the Federal strategy Migration and Health phase II (2008-2013), the Confederation is pursuing the objective of equal opportunities in health. By implementing the MFH project, planned from September 2009 to June 2013, the FOPH intends to meet the following strategic objectives:

- The managers and service providers at all levels of the health care system take concrete measures to provide equal access to health care for persons with migration background, and ensure that health care is adapted to their needs.
- Healthcare personnel and medical staff gains sufficient transcultural know-how to adjust actions to patients with diverse background.
- The professional community interpreters are called upon more often and intervene as needed. The FOPH has allocated a total projected budget of almost 2 million francs for the implementation of this pilot project and for promoting the development of "migrant-friendly" competence centres up to 2013.

2 Objectives of the MFH project

- The FOPH wishes to invest in those measures that are to be implemented in hospitals and which contribute to the realisation of a health care system that is more adapted and more accessible to the migrant population.
- The hospital partners of the project define themselves the content and the goals of the action programmes that they intend to implement. With this in mind and in order to ensure consistency both for the chosen approach and for a sustained impact, the hospital partners are invited to define their position in regard to each of the following hospital settings: hospital aims (business strategy, quality management), reception-counselling, medical relations (information - interpretation - medical procedures - communication), human resources management (diversity management, training and intercultural and transcultural skills) and external relations (collaboration with the social services and the interpreting services). Based on a documented analysis, a selection of priority measures may be put forward by the programme management.

3 Target hospitals

The project targets university hospitals, cantonal hospitals, hospitals centres as well as hospital groups or associations located in regions with a high density of migrant population.

Eligible partners must also employ more than 2000 employees. Within university hospitals, if a smaller clinic assumes the leadership of the project, it must be clearly stated when requesting funds how the project is to be extended within the university institution.



4 Financing

4.1 Budget

The FOPH has a budget of about 2 million francs to co-finance this project. A maximum of CHF 400'000.- is planned per hospital structure, with the condition that the financial requests meet the funding criteria of the FOPH. Interested hospital institutions have to finance a minimum of 50% of the costs of the proposed measures (details under point 4.2).

4.2 Types and amounts of funding

The FOPH plans a two-step funding procedure for the MFH project. In a first phase, resources will be invested to support a strategic development phase, to help hospitals conceptualise Migrant Friendly strategies. In a second step, the FOPH plans to support the implementation of the MFH action programmes. The funding procedures of these two phases are separate.

4.2.1 Phase (A): strategic development

The goal of the phase A is to support the conceptualisation of “migrant-friendly” action programmes in hospital structures.

- Participation of the FOPH: maximum 50% of the planned costs
- Participation of the FOPH: maximum of CHF 100 000.- per hospital

4.2.2 Phase (B): implementation of the MFH action programme

The objective regarding funding for this phase is to support the implementation and evaluation of “migrant-friendly” action programmes.

- Participation of the FOPH: maximum 50% of the planned costs
- Participation of the FOPH: maximum of CHF 300 000.- per hospital

<p><u>Note:</u> For each of the phases (A or B), the amounts mentioned are maximum amounts.</p>

4.3 Restrictions

- The FOPH supports the conceptualisation and/or the implementation of “migrant-friendly” action programmes, no more isolated projects.
- The FOPH funding is neither destined for the material installation of consequential infrastructures (e.g. telephonic interpreting service, E-learning) nor for the purchase of long-term services by the recipients (e.g. for external training courses in intercultural skills, or for funding the fees of community interpreters)



5 Submission of the applications

5.1 Funding Conditions/Criteria

Only those funding applications originating from institutions that form part of the target group will be considered. For offers of equal quality, the FOPH will give preference to the funding of measures covering all national linguistic regions. As the budget for the MFH project is limited, the FOPH will choose to support a limited number of institutions, rather than a wide range of them.

5.1.1 Phase (A): strategic development

The funding applications for the MFH conceptualisations' phase may benefit from financial support from the FOPH if the following conditions are met:

- the formal application is filed with the FOPH by the management of the hospital institution
- the application takes into account the guidelines of the FOPH in regard to funding (point 4.2)
- the management of the hospital institution commits to conceptualise the programme/action strategy based on an analysis of the present situation baseline study
- the management of the hospital institution makes clear its intention to implement the MFH action programme, which should proceed from this strategic development phase.

5.1.2 Phase (B): implementation of the MFH action programme

The requests for funding the implementation of MFH action programmes may benefit from financial support from the FOPH if the following conditions are met:

- the "standardised" application form is used for submitting the application (cf. form)
- the application takes into account the guidelines of the FOPH in regard to funding (points 4.2 and 4.3)
- the action programme fulfils the objectives of the FOPH
- the action programme is based on an analysis of the initial situation
- A concept for self-evaluation of the programme has been drawn up and confirmed by the FOPH beforehand

5.2 Procedure

5.2.1 Phase (A): strategic development

The FOPH initially checks the formal aspects of the submitted applications by verifying the conditions formulated under points 5.1 and 5.1.1.

The applications for funding are then examined in detail; incomplete applications or those requiring clarifications will be returned to the applicants for completion or clarification. The FOPH then selects the institutions and the amounts of funding.

5.2.2 Phase (B): implementation of the MFH action programme

The FOPH initially checks the formal aspects of the submitted applications by verifying the conditions formulated under points 5.1 and 5.1.2.

The applications for funding are then examined in detail; incomplete applications or those requiring clarifications will be returned to the applicants for completion or clarification. The FOPH then selects the institutions and the amounts of funding, based on valuations.

In the examination and decision-making process for the applications, the FOPH will pay particular attention to the manner in which the applicants have considered the criteria for success and the sustainability of the action programmes (FOPH quality criteria) in the hospital sector. These criteria, underlined by the practice of evaluation of the public health sector, are the following:

- legitimacy of the action programmes
- institutional integration of the action programmes
- financial sustainability of the action programmes
- programmatic development of the action programmes
- planned promotion of the experiences
- management and assessment abilities of the implementation teams

The standardised application form details the expectations of the FOPH in this regard, and directs the applicants to provide adequate information.

The funding, the payments and the deadlines are subject to decision.

5.3 Deadlines

- The deadline for filing an application for funding phase A or B is set for 01.03.10.
- The FOPH will process the applications as of this date, within 3 months.
- The institutions funded for phase A can submit an application for funding phase B up to 01.04.11
- Depending on the available budget, the FOPH reserves the right at a later time to communicate other dates for the submission of a funding application for MF measures.
- The decision-making body of the FOPH notifies its decision to applicants solely in writing.

6 Evaluation

The establishment of a concept of self-evaluation is a required condition for obtaining funding for the implementation (phase B) of the proposed MF programme.

The “Evaluation and Research” section of the FOPH approves the proposed concepts prior to the submission of the funding application to the FOPH.

The FOPH invites those hospital partners interested in the pilot project to carefully budget the conception of the self-evaluation of the MFH action programme (during phase A) as well as its implementation (during phase B).

7 Contact

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