PROCURE4HEALTH INSIGHT #3

Title Challenge identification: how to identify Innovation needs?

Annex inDemand Annex 3: Evaluation Committee and criteria

inDemand

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INTRODUCTION

This document presents the criteria which have been defined to evaluate the Challenges which will be submitted to the different regional Call for Challenges.

The document also presents the Evaluation Committee and how the different criteria will be assessed by the experts.

THE EVALUATION CRITERIA

Two different types of Criteria have been defined: Eligibility Criteria (mandatories) and Selection Criteria ("scorable").

ELIGIBILITY CRITERIA

The Eligibility Criteria are here to evaluate the compliance of the Challenge regarding the minimum prerequisite to be involved in the inDemand co-creation model. They are a qualitative dichotomous variable, and this mean that their results can only be PASS or FAIL. The compliance with all the Eligibility Criteria is mandatory and only the Challenges who will be evaluated positively for **ALL** the Eligibility Criteria will pass to the next evaluation step (Selection Criteria).

CRITERIA	DESCRIPTION	EVALUATION METHODOLOGY
AVAILABILITY	The Challenge proposed should be in accordance with at least one solution under development with a prototype available, corresponding to a sufficient Technology Readiness Level (TRL 7, 8 or 9). TRL 7 = System prototype demonstration in operational environment TRL 8 = System complete and qualified TRL 9 = Actual system proven in operational environment (competitive manufacturing in the case of key enabling technologies; or in space) More information about the TRL: https://en.wikipedia.org/wiki/Technology_readiness_level	PASS or FAIL
COMMITMENT	Predisposition and commitment of the intrapreneur´s team to contribute with time and resource to the co-creation phase. This also measures the support from the top management of the department where will run the pilot.	PASS or FAIL
NO FINANCING	Declaration of Honor that there is no previous or current EU public financing on the same topic.	PASS or FAIL

Table 1. inDemand eligibility criteria for the Call for Challenges

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SELECTION CRITERIA

The Selection Criteria are the "scorable" criteria. They will determine the final ranking of the Challenges who have been submitted to the Call for Challenges and have passed the Eligibility Criteria.

The Selection Criteria have as objective to prioritize the Challenges proposed in order to select the 4 more promising ones regarding their expected impact, potential of scalability, accordance with regional/national policies, feasibility of the project...

The Selection Criteria will be scored from 0 to 10 and the weighting rate established in the table below will be applied.

Point Scale	Explanation
0-1	Insufficient: even basic criteria were only met fragmentary
2-3	Poor: criteria were met inadequately
4-5	Adequate: criteria were just met
6-7	Good: criteria were met in essence
8-9	Very Good: correspond fully to the defined criteria
10	Excellent: criteria were met above expectations

Table 2. inDemand selection criteria scores for the Call for Challenges

CRITERIA	DESCRIPTION	REFERENCE (Q)	WEIGHTING
EXPECTED IMPACT	Expected impact for the hospital, the healthcare professionals and the patients. Based on his expertise and knowledges, the expert should estimate the potential level of improvement of the actual situation if the defined Challenges is solved by a new solution. This measurement has to be assessed following (at least) the three main points: Outcomes for the health situation Cost savings compared to the current situation. Satisfaction of end users (they could be citizens, patients and/or healthcare professionals)	B, E, H and G	35%
FEASIBILITY	Feasibility of the project. The expert should ask himself: is it realistic to solve this Challenge today? Or are there too many barriers for the moment? To assess this criteria, the expert should take in consideration the actual situation in the hospital, the features of the potential solutions to be implemented and their future degree of adoption (e.g. expected interoperability efforts, feasibility of the pilot, adherence of the patient/healthcare professional...)	B, E, G and I	25%
PRIORITY	This criterion measures the alignment with the healthcare policies & strategies of the hospital but also with the regional, national or European healthcare policies. The expert should evaluate the level of alignment of the Challenge regarding the different healthcare and innovation policies and so assess the potential contribution to these different policies.	B, E, G, H and I	20%

SCALABILITY & POTENTIAL MARKET	Scalability of the Challenge and innovative solution. The expert should evaluate the scalability potentiality of the Challenge. The scalability will be evaluated regarding its level of duplicability: are there lot of other hospitals who might have the same Challenge/need? (More there are hospitals that have the same Challenge, more the score should be high.) This criterion must also measure the feasibility of the later scaling up of the solution if the pilot finalizes successfully. The key aspect here is the replicability. Finally, this criterion integrate also the potential market and Business attractiveness towards companies (to attract the best suppliers).	E, F, G and J	20%

Table 3. inDemand selection criteria for the Call for Challenges

EVALUATION COMMITTEE

The Evaluation Committee will be composed by **at least 6 experts** with the following profiles:

- Top Management from the Challenger
- IT expert(s) from the Challenger
- Clinical expert(s) from the Challenger
- Innovation expert(s) from the Challenger
- Market and innovation expert(s) from the Supporter
- Public policy expert(s) from the Funder

Here is the contact list of the experts who will be involved in the Evaluation Committee that should be completed by all regions:

ORGANISATION	NAME	POSITION	EXPERTIZE	CONTACT DETAIL

EVALUATION PROCESS

The evaluation process will be divided in 2 steps.

STEP 1 - Evaluation of the Eligibility Criteria

The first step of the evaluation process will be the evaluation of the Eligibility Criteria.

Who will assess the Eligibility Criteria?

The Eligibility Criteria will not be assessed by the Evaluation Committee but only by one expert from the regional Challenger with the support of the regional Supporter.

The Supporter will have as principal role to evaluate the "Availability" criteria as they are highlighting a critical aspect of the inDemand process: the existence of innovative solution(s) under development and corresponding to the proposed Challenge. His knowledge of the market and especially of the innovative solutions under development is essential to avoid any mistake which will have an impact on the rest of the Co-creation process.

The Challenger will be more focus on the assessment of the remaining Eligibility Criteria ("Commitment" and "Financing").

How the Eligibility Criteria will be assessed?

The Eligibility Criteria will be assessed on a **PASS or FAIL basis**. This mean that for each Challenge, the regional Challenger and Supporter will have to decide if it comply with the 3 Eligibility Criteria by indicating a "PASS". If one of the criteria is assessed as a "FAIL", the Challenge will be excluded from the assessment process.

The Eligibility Criteria will be checked during a physical meeting between the regional Challenger and Supporter.

The assessment decision should be a common agreement between the two entities. If there is a disagreement, the Challenger will decide the final assessment.

When the Eligibility Criteria will be assessed?

The Eligibility Criteria will be assessed during a physical meeting (one or half day, depending on the number of Challenges submitted) which will be held on Wednesday 31st January 2018 for the Paris region.

IMPORTANT REMINDER: Only the Challenges who will be assessed as "PASS" to all the Eligibility Criteria will pass to Step 2.

STEP 2 - Evaluation of the Selection Criteria

The second step of the evaluation process will be the evaluation of the Evaluation Criteria.

Who will assess the Selection Criteria?

The Selection Criteria will be assessed by all members of the Evaluation Committee which is composed by multidisciplinary experts.

This assessment will be done in a first time individually (online) and in a second time commonly (physical).

All the expert members of the Evaluation Committee will have to assess all the Selection Criteria.

How the Selection Criteria will be assessed?

The Selection Criteria will be evaluated in 2 steps:

Step 2.1: Individual assessment:

The Selection Criteria are the "scorable" criteria and a weighting has been defined (in %) for each of the 4 Selection Criteria. The Selection Criteria will be scored individually from 0 to 10 by each expert member of the Evaluation Criteria and following the scoring scale:

The individual score will be applied to the corresponding weighting. An average score will be calculated, using the individual score of each expert, in order to establish the preliminary final ranking (which will be an indicator for the physical meeting).

Step 2.2: Collaborative assessment:

After the individual assessment, a physical meeting will be organised, and all the members of the Evaluation Committee should attend it. The objective of the meeting will be to review the individual assessment made to each Challenges.

Discussion between the members of the Evaluation Committee will be opened in order to let the possibility of the different experts to express their points of view. Based on the discussion, the final scoring of a Challenge can be modified.

To validate a request to modify the scoring of a Challenge, a hand vote will be organised, and the majority will win.

At the end of the Physical meeting, the final ranking will be established, and the 4 best Challenges awarded.

TRANSFER OF THE SELECTED CHALLENGES TO THE FUNDER

3 options available, it will depend on the quality and technicity of the Challenges defined by the Intrapreneurs:

- Transfer of the completed questionnaires like they were submitted;

- Use of the specific transfer document prepared by the WP4 (different structure than the questionnaire with the necessity of re-write some part of the Challenges to make it more understandable for the SME);
- Organisation of physical meeting between the Challenges (Intrapreneurs) and the Funder for a better explanation of the Challenges.