

Semestrial Project  
Health Policy 2024

This overview should serve as a guide as to how develop students' projects and fulfil requirements successfully. Throughout the semester, if in any doubt or in need of a helping hand, students are more than welcome to contact the lecturer.

**Aim:**

Students are asked to develop a team semester project that consists of producing four outputs: a) a data table, b) a literature review, c) a report entitled "The Health Care System Profile through the Lens of Human Resources", and d) a team review.

**Semester project steps:**

**1. Collecting data**

Students are asked to (1) collect quantitative data on human resources in the selected country and (2) conduct a literature review of the topic. Students are asked to upload the outputs to Moodle.

**2. Writing the report "The Health Care System Profile through the Lens of Human Resources"**

Student teams are asked to develop a semestral report of at least 30 pages<sup>1</sup> and upload it to Moodle.

**3. Team review of the assigned report of your colleague(s) team**

Once the "Report" is delivered, develop a team review of an assigned project of your colleague(s) team. The review shall span 2-3 pages<sup>1</sup>. The aim of the review is to give constructive feedback on colleagues' work. In the review the colleagues project quality in terms of content (such as i.e., outcomes, arguments, and data) and formal requirements will be critically assessed. Present a detailed evaluation, propose concrete changes to improve the given rapport, and ask at least three questions.

**4. Prepare to discuss the main findings of your "Report" with the lecturer and your colleagues during the defense.**

**Important dates and points:**

You will work on the project for 9 weeks. The first five weeks are dedicated to data collection and literature review. The last four weeks are devoted to synthesis, i.e. writing the report. The semester project is worth up to 60 credits. You must participate in all project activities and achieve at least 50% in each project activity. It is important for all the students to engage and work together with their teams.

<b>What</b>	<b>When</b>	<b>How much (points)</b>
List of Indicators and Literature Review	21/04/2024	Up to 15 (7, 8 respectively)
Report	One week prior the defense date	Up to 35
Review of assigned project	Two days prior the defense days	Up to 10

All three documents should be uploaded to Moodle by the deadline given in the table above. Students are expected to meet these deadlines. Late submissions will not be accepted and will result in the student failing the course.

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<sup>1</sup> One page is understood as having 1800 characters, a page including spaces.

## Collecting data – how to proceed?

### Quantitative data collection

Study the List of Indicators Template so that you know what indicators you need to look for. Identify the databases you can use.

Start filling in the template. It is likely that it will not be possible to find all the indicators for the selected country. However, try to find at least 75% of them. Identify and find other possible indicators that you think are interesting or important for the topic of human resources in healthcare.

### *Formal requirements:*

Should be prepared in Excel. Use the template but feel free to change its logic - the detailed form of the table is up to you.

In a separate sheet of the Excel file, indicate the source of each and every indicator found.

### Literature review

1. Start thinking about the literature review in which you will collect and analyse the existing literature in the selected country on the topic of human resources for health. The aim is to identify the relevant areas that are being addressed in the selected country in the area of health workforce issues.
2. Take a look at the Data Extraction Literature Review Template so that you know what the output should look like.

### 3. What to include:

The following should be considered in the review: scientific articles published in (mainly) national journals, internal publications of public or private organisations, technical reports from committees or commissions, research projects and reports, proceedings or abstracts of congresses, conferences and seminars (including computer-based multimedia presentations), internal publications of local authorities, all resources and experiences produced by national and local institutions, research bodies, associations, interest groups, dissertations&theses and regulations and policy documents.

4. Period: the last 6 years (2019-2024). Note that the period could be extended to 10 years if results are scarce (2014-2024).
5. The methodology: The literature review will be carried out in the following stages:
  - Formulation of a direct question and key words.
  - Selection of papers according to predefined inclusion criteria.

### 6. Database searches:

Identify the databases to be searched, definition of the keywords to be entered and the Boolean operators (AND, OR and NOT) to be used. Possible words to compose the string<sup>2</sup>. Inclusion and exclusion criteria - based on the PICO model<sup>3</sup>.

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<sup>2</sup> The idea of creating a string is to exclude irrelevant sources without excluding the relevant ones. It is important for you to cover all the aspects of the topic you are analysing. The possible words to use are the following: healthcare, healthcare system, workforce, healthcare practitioners, health professionals, human resources, doctor, nurse, socio-economic characteristics, etc. One example of a string could be: (“healthcare”) AND (“system”) AND (“health professionals” OR “human resources” OR doctor OR nurse OR “healthcare practitioners”) AND (“socio-economic characteristics”) AND (“Czech Republic”).

<sup>3</sup> For further information regarding PICO model review the Cochrane Collaboration definition and utilization in the following links:

a) <https://www.cochranelibrary.com/about-pico>

b) <https://training.cochrane.org/handbook/current/chapter-02#section-2-3>

**7. Search by title and abstract:**

During the first phase, the search is carried out by title and abstract reading, and this allows an initial skimming by classifying the studies into eligible for inclusion, ineligible, or 'maybe' when eligibility is unclear.

It is essential to keep all discarded studies specifying the methods used to decide whether a study met the inclusion criteria of the review.

**8. Organise the selected articles:**

**After** the literature search, to have a summary view of the collected documentation, it is necessary to build the Data Extraction Literature Review Template.

## **Writing the report "The Health Care System Profile through the Lens of Human Resources" – how to proceed**

The report should begin by commenting on the results of the literature review. It is necessary to describe and highlight important studies and to explain why they are important. In addition, key studies should be highlighted and discussed, especially how they have led to a progression of 'cognitive' development on the topic of human resources. To present the papers, a brief description of the studies included, their design, the characteristics of the populations studied, the outcomes measured, a description of the implementation and the settings/contexts will be given.

As the aim of the review was to identify the relevant areas being addressed in the selected country in the area of health workforce issues, comment on these using the data collected in the quantitative phase.

Synthesise all this and produce a profile of the health system in the selected country from a human resources perspective.

Do not forget to include a comparison with other countries and propose concrete actions to strengthen the position of the health workforce in the selected country.

### *Formal requirements:*

The rapport shall span no less than 30 pages. One page is understood as having 1800 characters, a page including spaces. There is no upper limit however ought to keep in mind that "less is more" sometimes.

The rapport shall be developed in English language following the standard grammatical, semantical and syntax rules of either the British or American English.

Furthermore, the rapport shall utilise the standard scientific ways of expression of a selected scientific field of study. Terms, notions and definitions - if employed – must be quoted correctly and their meaning must be formulated precisely.

The rapport, arguments and conclusions therein are to be based/formulated on relevant strings of scientific literature and sources. All literature and sources utilised in the project shall be cited in a dedicated section at the end of the rapport – see more [here](#). Students are strongly suggested to employ mainly the literature and sources that underwent a peer-review process, e.g. scientific articles and monographies.

### **NB**

All outputs will be checked with plagiarism detection tools. Students can use Artificial Intelligence (AI) tools in the preparation of their individual research project. The use of AI must be transparently stated (which tool, at what stage of preparation and how it was used). For a text summarising a research tradition, the use of AI is not allowed. Taking AI-generated results verbatim or in slightly modified form and passing them off as your own work is considered plagiarism. For more information on the use of AI at FSV UK, see the UK Position Statement and Recommendations for Learners.