



Agency for Quality and Accreditation in Health Care, Croatia
Department for Development, Research and Health Technology Assessment

TOPIC PROPOSAL FORM
Health Technology Assessment Process and Reporting

Issue date: February 2011

Introduction

According to the Croatian Guideline for Health Technology Assessment Process and Reporting (February 2011), topics suggested for assessment may come from various sources: Croatian Ministry of Health and Social Welfare, Croatian Institute for Health Insurance, private health insurance companies, industry, health professionals societies, clinical and public health professionals, patients associations, hospitals directors and policy teams, as well as Agency staff. Proposal will be submitted on the Agency HTA Topic Proposal Form, which can be found on Agency web site.

Agency HTA staff review each of the suggestions received to ensure they are appropriate and to check whether they are already included in its work. The suggestions are then filtered according to selection criteria and checklist: burden of disease (population affected, morbidity, mortality); resource impact (i.e. the cost impact on Croatian Institute for Health Insurance or the public sector); policy importance (i.e. whether the topic falls within a government priority area); whether there is an inappropriate variation in practice across the country.

Topics are approved and prioritized by the HTA Pharmaceutical Advisory Committee, and Devices and Systems Advisory Committee. The prioritization of topics occurs quarterly. Whole process is visible on Agency's web site.

If you are not sure on some requested data, please write NA (not applicable).

Proposal should be submitted by post (Agency for Quality and Accreditation in Health Care, Department for Development, Research and Health Technology Assessment, Ul. kneza Branimira 183, 10000 Zagreb, Croatia) as attachment to official letter.

1. **Date of proposal:** _____

2. **Name:** _____

3. **Postal address:** _____

4. **Phone number:** _____

5. **Email address:** _____

6. **Please specify the type and the name of the organization on behalf you are making a suggestion** (please select one option that best describes your role):

- Croatian Ministry of Health and Social Affairs
- Croatian Institute for Health Insurance
- Private health insurance Company
(Institution name and address: _____)
- Pharmaceutical and medical devices industry
(Institution name and address _____)
- Health professionals' societies
(Institution name and address _____)
- Clinical and public health professionals
(Institution name and address _____)
- Patients' societies
(Institution name and address _____)
- Hospital directors and policy teams
(Institution name and address _____)
- Agency staff

7. **Title of the proposed research topic:** _____

8. **Describe which healthcare technology you are suggesting for assessment?** (i.e. drug, device, procedure, public health intervention, etc.). Please limit to 300 words.

9. **Describe the setting for the healthcare technology** (i.e. where is this intervention accessed and under who's authority – hospital, patient's home; how many provider are involved, etc.). Please limit to 100 words.

10. **To be as precise as possible, please indicate why there is need to assess this healthcare technology** (select all that apply):

- Potential clinical benefits (e.g., reduced number of heart attacks, strokes, or emergency room visits)
- Potential non-clinical benefits (e.g., improved patient satisfaction, shorter hospital length of stay)
- Utilization pattern (e.g., current use is a deviation from recommended use, inconsistent use)
- Budget impact on health care system
- Potential harm issues
- Ethical issues
- Other. Please specify _____

11. **Which EXACT questions should be answered by the Agency in order to contribute to the solution of the problem that you are describing?** Please limit to 100 words per question and define the questions as clearly as possible.

12. **What is the specific illness/condition/public health issue that is being targeted by this healthcare technology? What are the causes?** Please limit to 100 words.

13. **Describe the burden of the illness/condition/public health issue for patients AND the healthcare system. Please think of the burden in terms of (1) morbidity rates; (2) mortality rates; (3) sickness episodes; (4) number of healthcare providers involved, (5) costs for the Croatian Institute for Health Insurance or the public sector; etc.** Please limit to 500 words.

14. **Describe the type of the population affected** (gender, age, subgroups of patients being targeted). Please limit to 100 words.

15. **Describe any other important stakeholder who may be affected by any policy change about the specific technology.** Please limit to 100 words.
16. **Describe whether there is inappropriate variation in practice in dealing with this illness/condition/public health issue across Croatia.** Please limit to 100 words.
17. **Describe the current standard of care of this illness/condition/public health issue.** Please limit to 100 words.
18. **Describe the current funding policy of this intervention and the comparator.** Please limit to 100 words.
19. **Indicate whether there is already evidence with regard to the proposed research topic.** Please limit to 100 words and include references.
20. **Indicate which data are necessary for this research** (if the data exists, please indicate the extent to which the data is exploitable; if data not available, indicate how it would best be collected). Please limit to 100 words.
21. **Please, describe any other factors important in the process of refining your topic proposal.** Please limit to 100 words.

Place and date

Signature