
PROPOSAL OF CHANGES OF THE REGULATION OF THE INTERNATIONAL EDUCATION NETWORK FOR HEALTH TECHNICIANS (RETS)

APPROVED AT THE 3ND GENERAL MEETING OF THE NETWORK, ON NOVEMBER 8TH, 2013.

BACKGROUND

The proposal of creation of the International Education Network for Health Technicians (RETS) emerged in 1996 from two meetings organized by the Human Resources Program of the Pan American Health Organization (PAHO/WHO) in Mexico and Cuba, in which processes were discussed technical cooperation and exchange of information and studies that would strengthen the area of technical education in health in the Americas region. The following year, the Network was officially established as a way to enhance the actions developed between the actors committed to this area of education in 21 countries in the Americas, being the School of Public Health of Costa Rica the Executive Secretariat. Currently, besides institutions of the Americas, are part of RETS institutions of Portuguese-speaking African countries and Portugal, and it is continuously seeking to expand its geographical coverage, incorporating members from all countries to identify needs for technical cooperation in the area of education of health technicians.

This document is intended to replace the current regulation, which was approved during the International Forum of Health Technicians, conducted under the 11th World Congress of Public Health and 8th Brazilian Congress on Collective Health, in Rio de Janeiro, in August 2006, during the process of re-articulation of the Network. Its goal is to match the standards of the International Education Network for Health Technicians (RETS) to the current reality in order to strengthen its activities.

CHAPTER I – OBJECTIVES OF THE NETWORK

Art. 1st - The International Education Network for Health Technicians (RETS) is a strategy of articulation and technical cooperation among institutions directly or indirectly linked to the technical education in health, with the aim of strengthening national health systems. It is based on the assumption that qualification of the workers is a key dimension for the implementation of public policies that meet the health needs of the population of each member country.

Art. 2nd - The objectives of RETS:

- i. Promote the sharing of information and knowledge related to the areas of Health, Education and Labor;
- ii. Identify problems, needs and interests concerning the education of health technicians, seeking alternatives that can be shared;
- iii. Promote cooperation between member institutions to expand and strengthen their teaching, research and technical cooperation;
- iv. Enhance the development of research in partnership among the member institutions;
- v. Give visibility to the current situation of education of technical workers in the health area, facilitating the identification of trends and educational needs;

- vi. Share methodologies and technological resources allocated to the activities of teaching, research and technical cooperation related to technical education in health;
- vii. Promote the exchange of teachers and students of technical education among member institutions in order to expand and strengthen the educational process.

CHAPTER II – MEMBERS

Art. 3rd - May be members of RETS:

- i. Government agencies responsible for formulating educational policies of technicians in health;
- ii. Representations of the World Health Organization (WHO);
- iii. Educational institutions that run educational programs for technical workers in health;
- iv. National Educational Networks of Health Technicians, represented by its coordinating institution;
- v. Organizations and international agencies, which, in some extent, are involved with the education of health technicians; (eg Observatories of HR, GHWA, etc.)
- vi. Corporate institutions involved in the area of technical education in health.

First Paragraph: The institutions mentioned in items i, ii, v and vi may join the Network through formal request sent to the Executive Secretariat or by invitation.

Second Paragraph: Educational institutions and the coordination of national networks mentioned in items iii and iv can join RETS through direct indication of the governing agency described in item i, or formal request sent to the Executive Secretariat of RETS. In this second case, the Executive Secretariat shall formally consult the governing body responsible for formulating policies for technical education in health care at national level, which shall approve or deny the request of the applicant institution, justifying its decision.

Art.4th All members of RETS must agree to:

- i. Appoint along the Executive Secretariat a focal point responsible for representing the institution at Network meetings as well as promote communication with the Secretariat of the institution and with other members of the Network.
- ii. Keep updated data from the focal point and the institution in the register of RETS, communicating any changes that may occur;
- iii. Promote technical cooperation among peers and with other service agencies, education and related research;

CHAPTER III – ORGANIZATION AND MANAGEMENT OF THE NETWORK

THE EXECUTIVE SECRETARIAT

Escola Politécnica de Saúde Joaquim Venâncio – Av. Brasil, 4365 – Manguinhos – Rio de Janeiro – RJ – 21040-360 | ☎ +55 (21) 3865-9730 | ✉ rets@epsjv.fiocruz.br

Art. 4th - The RETS management will be the responsibility of the Executive Secretariat, exercised by one of its members, to be defined by others for a term of four years. The Executive Secretariat will be in charge of the technical and administrative support for the operation of RETS, including the development and implementation of its work plan.

Art. 5th - Any member of the Network can postulate application to perform the Executive Secretariat. The election of the Executive Secretariat headquarters occurs in Regular Meetings of the Network, and if there is interest of the meeting, it will be allowed the re-election (renewal) of the current member.

Art. 6th - The functions of the Executive Secretariat:

- i. Produce and distribute a printed bulletin on regular basis, in accordance with the agreed work plan;
- ii. Be responsible for feeding data and updating the institutional and journalistic content of the Network's website;
- iii. Keep the entire Network informed about actions and productions of member institutions and associates, as well as policies in the areas of Health, Education and Labor;
- iv. Organize meetings of the Network in accordance with the agreed schedule;
- v. Organize the work plans of the Network from the systematization of demands and projects agreed upon by all of its participants.
- vi. Disseminate an annual report on the development and results of the activities of the Network.

THE MEETINGS OF RETS

Art. 7th - RETS will normally meet once every four years and may call special meetings, virtual or whenever necessary.

First Paragraph: In case of physical meetings, the notice shall be given at least 30 days in advance in order to allow the participation of everyone. In case of virtual meetings, the period may be reduced to 15 days.

Art. 8th - For meetings, the Executive Secretariat shall prepare a previous agenda to circulate among the focal points of its members.

First Paragraph: Any member of the Network can incorporate a theme on the agenda to be approved by the others.

Art. 9th - In regular meetings will also be defined work plan of the Network for the next four years. The plan shall establish the activities to be carried out and those responsible for implementing them, setting up yet, if applicable, the product and its expected completion date.

Art. 10th - During the meeting will be produced a document, summary of discussions and decisions taken by the group of members, to be publicly disclosed by the Executive Secretariat.

First Paragraph: In regular meetings, decisions are taken by consensus among the members who are present and should be heeded by the others.

Second Paragraph: In the meetings, the official representatives of member institutions are entitled to participate with voice and vote during deliberations.

Third Paragraph: Natural or legal persons may attend meetings as observers with the right to speak but without the right to vote.

CHAPTER IV – FUNDING OF THE WORK PLAN

Art. 11th - The completion of the Work Plan of the Network will be through the mobilization of resources for its members. In addition, resources will be mobilized for cooperation in order to finance the activities of the Network.

CHAPTER V – GENERAL PROVISIONS

Art. 12th - This Regulation shall enter into force from the date of its approval by the members of the Network.

Art. 13th - The missing cases shall be resolved by the Executive Secretariat, *ad referendum*, when the Network members are not together.