Meeting report – 2nd Steering Committee 20th of April 2018

setting: Mercure Hotel, Bucharest

Excused:
Eberhard Schatz
Richard Stranz

Present:

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- Ethics committee approvals:
  - The updated protocol, approved by the INSERM French Ethics Committee, has to be sent to all the partners. The required modifications concern mainly the protection of individual data and the flow of data. Each partner must respect the rules applied to ensure the confidentiality of the data.
  - The sub-study with Apothicom is cancelled in Eurosider project and will be conducted only in France.
  - New design: after its validation by all the partners and the scientific committee

control group: M0 questionnaire for 5 euros
M6 questionnaire for 10 euros

**Intervention group**: M0 questionnaire for 5 euros + intervention for 5 euros
M6 questionnaire for 10 euros

The procedure to organize the **incentives distribution** has to be described.

- **A list** for « randomization » will be prepared for each site.
- A question on ITSESI experience (observation or information from another colleague) will be added to the M0 and M6 questionnaire of the control group.

- **A pad for ITSESI** session will be provided to each partner.
- The paper on advocacy issues should be revised by each local partner before submitting it to International Journal of Drug Policy.
- **A leaflet** should be distributed to partners corresponding to the content of the Correlation website with all the logos.
- Eurosider logo will be sent by email to all partners.
- **Inserm’s visit onsite**: to be organized before the enrolment of the first participant coupled with advocacy tour with institutional and relevant partners.

- **Practical implementation of ITSESI in each local partner**:
  - Each one has to send an **official policy procedures** document of its Needle Exchange Program (in the local language but easily translated in English).
  - Then, a **description of the ITSESI implementation** in terms of location, trained ITSESI providers and link with the NSP has to be sent to INSERM.
  - The limit date for organizing the 1st local training is July 2018.
  - The enrolment of the 1st participant should be done also in June 2018 — end of the last participant follow-up should be in April 2019 (if possible).
  - The group of PWID enrolled should be composed with a minimum of 20% women.

- The budget discrepancies between the submitted one and the agreement should be seen with Mercedes.

- **Documents to be sent to local partners**:
  - The advocacy paper for IJDP (OK)
  - An updated timeline (OK)
  - Monthly timesheet with logo Eurosider (OK)
  - Link to HR conferences
  - Apothicom procedures + link to catalog (OK)
  - The updated research protocol

**Next meeting**: 16-17th May 2019 in Marseille