



SCALE-UP OF PREVENTION AND MANAGEMENT
OF ALCOHOL USE DISORDERS AND
COMORBID DEPRESSION IN LATIN AMERICA

Third Meeting of Partners

Bogotá

8-9 May 2019

PROVISIONAL AGENDA

WEDNESDAY 8th MAY

- 09.00** **Arrival and coffee**
- 09.15** **Welcome and scope and purpose of meeting**
- 09.30** **Feedback from site visits and meetings**
Input: ALL
Outstanding issues
Discussion: ALL
- 10.00** **Train the trainers, preparing for training and preparing for booster sessions**
Feedback and status report
Provider questionnaires, and process evaluation
Risk assessment
(See Annexe 1 for instruments)
Input: WP2, WP5 and country partners
Outstanding issues
Discussion: ALL
- 11.00** **Coffee break**
- 11.30** **(Continued) Train the trainers, preparing for training and preparing for booster sessions**
Feedback and status report
Provider questionnaires, and process evaluation
Risk assessment
(See Annexe 1 for instruments)
Input: WP2, WP5 and country partners
Outstanding issues
Discussion: ALL

- 12.00 Recruitment of primary health care centres**
Status report and allocation to arms
Completion of recruitment data for centres and providers; data entry and data transfer
Economic and process evaluation
Risk assessment
(See Annexe 2 for instruments)
Input: Country partners, WP4 and WP5
Outstanding issues
Discussion: ALL
- 13.00 Lunch Break**
- 14.00 Baseline measurement period**
Status report
Clinical material
Tally sheets, provider questionnaires, data entry and data transfer
Process evaluation
Risk assessment
(See Annexe 3 for instruments and clinical material)
Input: Country partners, WP4 and WP5
Outstanding issues
Discussion: ALL
- 15.30 Coffee break**
- 16.00 Final tailoring of clinical material, and allocation to four implementation arms**
Status report
Input: WP2 and country partners
Outstanding issues
Discussion: ALL
- 16.30 Communication plan and website**
Update and plans
Input: WP6
Outstanding issues
Discussion: ALL
- 17.00 Publication plans**
Update and plans
Input: WP6
Outstanding issues
Discussion: ALL
- 17.30 Close of Day**

THURSDAY 9th MAY

- 09.00** **Community Action**
 Implementation, monitoring and evaluation
 Provider and patient questionnaires, and process evaluation
 (See Annexe 4 for instruments)
 Risk assessment
Input: WP3, WP5 and country partners
Outstanding issues
Discussion: ALL
- 10.30** **Coffee break**
- 11.00** **Preparing for 18-month implementation period**
 Status report on planned start dates
 Clinical material for four arms
 Tally sheets, provider questionnaires, data entry and data transfer
 Extended tally sheets, consent forms and patient interviews
 Process evaluation
 Risk assessment
 (See Annexe 5 for instruments and clinical material)
Input: WP2, WP3, WP4, WP5 and country partners
Outstanding issues
Discussion: ALL
- 12.30** **Lunch Break**
- 13.30** **Economic analyses**
 Data collection instruments completed by country partners
 (See Annexe 6 for instruments and clinical material)
Input: WP4 and country partners
Outstanding issues
Discussion: ALL
- 14.00** **Technical and financial reporting**
 Preparing for first report of work done to end of May 2019, submission date end of July 2019
Input: WP1
Outstanding issues
Discussion: ALL
- 14.30** **Tasks and plans for coming months**
Input: All
Outstanding issues
Discussion: ALL
- 15.30** **Close of meeting**