GOLD PROCESS 2018/19 Timeframe

Announcement and Call for Nominations

June 2018

Announcement on the start of the GOLD Process and interest and participation promoted

All Global Members are informed and the submission of nominations to the GOLD Forum Process is encouraged

General Information "Kick off" Sessions are organized. Participation by all interested in the GOLD Forum Process 2018/19 i.e. Global Members, National Submitter, Jury Member, Healthcare Services is promoted.

Submission of Nominations (FORM A)

July - September 2018

Only authorised submitters can nominate a healthcare service as a candidate in a GOLD Process. The submitter must describe the national "verification and validation" process and findings that support the nomination of each candidate in the "FORM A".

A completed FORM A for each nominated healthcare service must be submitted by the submitter before the deadline to the Global Network Coordinating Center.
Deadline FORM A: **17/09/2018**

September – October 2018

National/Regional coordinators will be assigned to Jury Team(s) to examine candidates from other networks and not from their own. Jury Teams review FORM A's for the decision to accept the nominated candidates for participation in the GOLD Process.
Deadline: **07/11/2018**

Acceptance and Invitation to Candidates (FORM B)

November – December 2018

All accepted candidate healthcare services are invited to submit the" Form B" to highlight innovative and good practice and provide information of their quality improvement plans and commitment to sustain this high-level implementation into the future. The Form B can be completed with the support of the authorised submitter.

Form(s) B for each candidate must be submitted by the authorised submitter before the dead-line to the Global Coordinating Center. Candidate application fee €500 is applied now.
Deadline FORM B: **11/12/2018**

Examination of candidates

December – February 2019

The Jury Team assigned to each accepted candidate will examine the candidate's FORM B to understand how the high-level implementation was achieved, outcomes and results and identify innovate and good practices for sharing on the global level.

Deadline: **20/02/2019**

Recognition of Candidates (FORM C)

March 2019

All candidates are reviewed at a full Jury Team meeting in February after which the final jury decision on each candidate is announced.
Deadline FORM C: **03/03/2019**

Each candidate will receive a full feedback report FORM C and new GOLD Forum Members are invitation to participate at the next GOLD Forum Event.

Membership of the Forum is for a period of four years

GLOBAL NETWORK FOR TOBACCO FREE HEALTHCARE SERVICES