

OPERATIONAL PLAN 2020-2022

Faculty of Medicine

Updated with activities for year 2021

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This document has been translated from Swedish to English. In case of divergence of meaning between the versions, the Swedish wording shall prevail.

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Introduction

The University Board approved the Vision for Umeå University on 3 April 2019 and it is the starting point for operational planning at all organizational units. The Vision provides the basis for long-term operational planning in three-year cycles; the purpose of three-year plans is to create a long-term perspective with the possibility of annual revision of the plan regarding the activities, national assignments, etc. The University's aim is to work with trust-based governance based on the Vision.

The Faculty Board's ambition with Operational Plan 2020-2022

The Faculty Board of Faculty of Medicine and its preparatory boards and committees worked intensively, in Spring term 2019, to develop a strategic multi-year plan for the remainder of the mandate period. The Faculty Board's intention is that this is translated into a three-year operational plan where the purpose and goals for the period from the strategic multi-year plan becomes the aims and goals for Operational Plan, 2020-2022. This is supplemented with the yearly activities marked as the actual operational planning, currently for the year 2021. The activities are planned to be updated annually and thus constitute annual operational planning.

By participating in the University's basic values work, the Faculty's employees and students contribute to a good and inclusive working environment.

Instructions to the Faculty's departments and programmes

Instructions for work of the Departments' operational planning are sent out after a decision upon operational plan at faculty level. The programme analyses of the study programmes, which are part of the quality system for first and second-cycle education, are to be seen as operational plans.

Explanation to abbreviations (*in Swedish*) used in the document

FL: Faculty Leadership

UN: Strategic Board for Education

RIU: Council for Internationalisation of Education

IKOM: Committee for Strategic Internationalisation

KLIV: Committee for Equal Opportunity

PRS: Program Council for Nursing Programmes

PRAFI: Program Council for Occupational Therapy, Physiotherapy, and Exercise Physiology Programmes

PRLP: Program Council for Speech and Language Pathology Programme

FON: Strategic Board for Research

RUF: Council for Doctoral Education

BPN: Employee Planning Board

RIS: Council for Research Infrastructure

Prefekter: Heads of Departments

1. First and Second cycle education

Long-term goal	Goal for the period 2020-2022	Activity nr.	Activities 2021	Responsible
<p>All operation at the Faculty is permeated with the "UmU spirit", i.e., closeness, humility, openness, transparency, accessibility, trust, and trust in each other, and that we rejoice in the success of others.</p> <p>The status of the teaching assignment has been raised.</p>	<p>We have a stronger sense of collegiality and cohesion within the Faculty, both within and between employee and student groups</p>	1.1	Cross-departmental activities for the teaching staff, including that invitations to the Faculty staff meeting are clear and that participation is encouraged by the heads of the departments.	FL Prefekter
		1.2	Staff portraits in the Faculty's weekly newsletter. (Same activity as 2.5)	Faculty Office Prefekter
		1.3	An administrator's day is organised, that includes aspects of internationalisation and Agenda 2030. (Same activity as 2.6)	Faculty Office
		1.4	Material on basic values, developed centrally, is used in department, units, and working groups at workplace meetings and on planning days. (Same activity as 2.7)	Prefekter
		1.5	Commence working for a common student space at NUS.	UN
		1.6	Call for funds for educational initiatives are in both English and Swedish.	UN
		1.7	Conduct workshop(s) with the heads of the departments with a focus on internationalisation, sustainability, and Agenda 2030. (Same activity as 2.7)	IKOM FL
		All institutions have activities highlighting successes in both education and research.	1.8	Best-practice exchange within, and between, departments regarding ongoing progress initiatives in education.
<p>A faculty that provides strategically chosen education in the field of medicine.</p>	<p>Examination of which education is to be offered by the Faculty has been completed.</p>	1.9	Continue risk and impact assessment, including financial implications, regarding continuing to provide certain strategically chosen educations.	UN FL
		1.10	Conduct external analysis regarding competence needs in society, for the educations we provide.	UN Program Councils
		One, or more, faculty-wide master's programmes are ready to commence.		

Long-term goal	Goal for the period 2020-2022	Activity nr.	Activities 2021	Responsible
The Faculty's educations continue to be nationally and internationally competitive.	We have a faculty-wide marketing strategy with focus on quality and employability.	1.11	Continue the work on a marketing strategy together with Communications Office and the programmes.	UN Faculty Office
		1.12	Commence work on designing the stakeholder survey.	UN Program Councils
	The Swedish Higher Education Authority's reviews give good marks to the concerned programmes.	1.13	Enable the upgrading of 'GU' related infrastructure.	FN UN
The Faculty is known for conducting education of the highest quality, including distance learning.	Majority of faculty teachers participate in pedagogical development work, including further training in teaching in English.	1.14	Conduct series of pedagogical seminars.	UN
		1.15	Strengthen the teaching staff's ability to teach in English.	UN RIU
		1.16	Announce calls for funding for pedagogical sabbaticals.	UN
		1.17	Announce calls for funding for programme development.	UN
		1.18	Announce calls for funding for pedagogical development work.	UN
	The number of 'recognised' and 'distinguished' university teachers has increased.	1.19	Conduct workshop for development of a pedagogical portfolio.	UN
	The proportion of teachers with combined clinical placements has increased.	1.20	Explore the possibility of introducing teacher employment combined with health and medical care work in the municipal primary care sector.	FL PRS and PRAFI
	The use of quality systems for education and doctoral education is routine.	1.21	Conduct annual follow-ups according to the quality system.	UN
		1.22	Further develop the internationalisation section of the programme analyses to reflect the different aspects of comprehensive internationalisation and <i>Agenda 2030</i> .	UN Kvalitetsrådet
		1.23	Conduct best-practice exchange of the programme analyses.	UN
		1.24	Conclude Alumni survey.	UN
	Reasons as to why students do not pass their studies should be evident.	1.25	Develop appropriate measures in relation to the results from drop-out analyses.	UN
	A new learning platform (UmU) is launched.	1.26	Establish a central function for IT-pedagogy and technical support, to assist in the transition from Moodle and Cambro to Canvas.	UN
		1.27	Continue work for establishing a faculty-wide media studio to help record videos and to create educational digital aid.	UN

Long-term goal	Goal for the period 2020-2022	Activity nr.	Activities 2021	Responsible
A well-established model for needs assessment with regards to employment of teachers.	A faculty-wide model for needs assessment of the employment of teachers has been initiated with 'BPU' as starting point.	1.28	Continue with processing the 'bemanningsplaneringsutredningen', 'BPU', including learning from concluded external analyses of needs-assessment models.	Dean UN BPN
The Faculty's educations include evident perspectives of equal opportunity, internationalisation, and sustainable development.	Cross-programme education and implementation efforts have been conducted.	1.29	Conduct a faculty-wide teacher day.	UN
	Active measures to combat harassment and abusive discrimination, against students and employees, have been introduced.	1.30	Arrange a workshop per semester on sexual harassment, for students and employees.	KLIV
	All staff have a norm-critical approach with respect to equal opportunity in their teaching.	1.31	Develop training for teachers to write norm-conscious cases.	KLIV
	It is evident that we educate for a career characterized by sustainable development and we ourselves reflect on our approach to sustainable development.	1.32	All programmes will begin an analysis with respect to sustainability aspects, including internationalisation and Agenda 2030.	Programme Councils
	The number of faculty-wide agreements for mobility of staff and students has increased.	1.33	Promote the use of the SoleMOVE for the registration of incoming and outgoing students (both within and outside exchange agreements).	RIU
		1.34	Update agreement-database's contents and routines.	RIU
		1.35	Announce funding call for teacher and student exchanges and encourage administrative staff to apply for International Office's funds for staff-exchange.	RIU
	All programmes have one or more courses/modules taught in English.	1.36	Announce call for funding for the development of courses/modules in English.	IKOM
	Highlight relevant aspects of global and intercultural competence in all curriculum.	1.37	Organise workshop on how the international perspective in education contributes with competence in global and intercultural aspects.	RIU
	Collaboration with the Regions and Municipalities, regarding VFU and clinical placement, is satisfactory for the parties involved.	The internship placement tool, Praxia, is fully implemented.	1.38	Continued discussions with County Councils in Northern Sweden and municipalities in Västerbotten
An agreement on the flat-rate VFU cost for the medium-long educations has been reached.		1.39	Continued dialogue with recipients and other stakeholders to further the process for standardization (flat rate).	UN and FL PRS, PRAFI, PRLO

2. Research

Long-term goal	Goal for the period 2020-2022	Activity nr.	Activities 2021	Responsible
<p>All operation at the Faculty is permeated with the "UmU spirit", i.e., closeness, humility, openness, transparency, accessibility, trust, and trust in each other, and that we rejoice in the success of others.</p> <p>The Faculty's research is nationally and internationally competitive.</p>	<p>We have increased the number, and the quality, of interdisciplinary (incl. translational) projects.</p>	2.1	Continue with an external analysis of how other faculties within UmU, and other universities, successfully encourage interdisciplinary research (incl. translational), and thereafter begin the development of strategies to meet the Faculty's goals.	FON Faculty Office
		2.2	Arrange themed meetings on a given topic where "bench to bedside" is represented amongst participants.	FON
		2.3	Initiate an external analysis regarding eligibility to apply for ALF/TUA/regional funds.	FON Deputy Dean
		2.4	Process further the strategic initiative, 'Tvärvetenskapliga nydanande forskningsprojekt (TNF)', through activities such as workshops, and then a call during 2022.	FN FON
	<p>We have a stronger sense of collegiality and cohesion within the Faculty.</p>	2.5	Staff portraits in the Faculty's weekly newsletter. (Same activity as 1.2)	Faculty Office Prefekter
		2.6	An administrator's day is organised, that includes aspects of internationalisation and Agenda 2030. (Same activity as 1.3)	Faculty Office
		2.7	Material on basic values, developed centrally, is used in departments, units, and working groups at workplace meetings and planning days. (Same activity as 1.4)	Prefekter
		2.8	Conduct workshop(s) with the heads of the departments with a focus on internationalisation, sustainability, and Agenda 2030. (Same activity as 1.7)	IKOM FL
	<p>We have increased our national share of external research funding received.</p>	2.9	Conduct a workshop with the heads of the departments about peer-review system at the departmental level. (Same activity as 2.22)	FON Prefekter
		2.10	Initiate the proposed strategic investment in young researchers in connection with the announcement of call Strategic Research Resource for the years 2022-2024.	FON
		2.11	Allocate funds in the first call for the strategic initiative <i>Faculty-funded research time</i> .	FN FON

Long-term goal	Goal for the period 2020-2022	Activity nr.	Activities 2021	Responsible
Research at the Faculty is of high quality and characterized by both spearheaded competence as well as, and combined with, excellence within basic science.	The Faculty's different departments have equal basic requirements in resource allocation systems and staffing, for senior lecturers and professors to be able to conduct research.	2.12	Continue allocation of budget within the ' <i>Prefekters forskningsstrategiska disposition</i> '.	FN
	Call announcements of the Faculty's research funding are transparent and in accordance with the established principles for staffing of review panels. A system for managing calls in different review panels based on research orientation has been investigated and introduced, if it is found preferable.	2.13	Continue with annual calls for Strategic Research Resource, Biotechnology Research and Research Infrastructure funds.	FON
The Faculty's researchers shall have the requisites to conduct research on equal terms.	We ensure that there are no unreasonable differences, in the distribution of the Faculty's research grants, that can be derived from gender, ethnicity or other grounds of discrimination.	2.14	Outcomes in grant applications within UmU, ALF/TUA and Region Västerbotten, with respect to gender, are reported and followed up annually.	KLIV
Strengthen the research environments and ensure of their specific needs; and ensure of their time for research.	We have mapped and analysed the individual research environments, and the research disciplines', need for support and development potential.	2.15	Follow-up of, as well as a dialogue with, the appointed local reference groups.	FL

Long-term goal	Goal for the period 2020-2022	Activity nr.	Activities 2021	Responsible
The scientific quality of the future researchers/teachers is very good. Career paths are evident.	We have reviewed and developed our system for evaluating assistant professors latest by 2021.	2.16	Develop a proposal based on a pilot evaluation in 2020 of the assistant professors combined with clinical employment.	FL FON
	We have initiated the work with 'bemanningsplanerings-utredningen (BPU)' in relation to Research.	2.17	Investigate the possibility of appointing assistant professorships in strategically important areas.	FON BPN
		2.18	Continue to allocate funds for co-financing of assistant professorships initiated by the departments to ensure the retention of competence, in disciplines to which the applicant ratio is low to high, and teaching positions and/or within subjects that may be of strategic importance for the Faculty's competitiveness.	FN FL Prefekter
	The number of doctoral degree holders at the Faculty conducting postdoc stays at another higher education institution has increased, as has the proportion of teachers employed at the Faculty with postdoc experience from another university.	2.19	Announce call for mobility support for the planning of international postdoc.	IKOM
		2.20	Explore the possibility and scope for the initiative "Mobilitets-lyftet" for the 2022 budget: allocate funds in budget for the call, funds for shorter postdoctoral period (3-6 months). Work to ensure that there is a joint effort with both faculty and ALF and TUA funds.	FON Deputy Dean
		2.21	Explore the possibility of repatriation support from the faculty after international postdoc (regardless of funding source).	FON
		2.22	Conduct a follow-up workshop with the heads of the departments about peer-review system at the departmental level. (Same activity as 2.9)	FON Prefekter

Long-term goal	Goal for the period 2020-2022	Activity nr.	Activities 2021	Responsible
The Faculty is known for conducting research with potential and impact (and “real impact”).	We have a developed and actualized a peer-review system at all departments, and at the Faculty level by 2021.	2.23	Consistently require internal peer-review when applying for funding from the Faculty's calls.	FN FON
		2.24	Develop proposals for a system for remuneration for advanced peer-review at the Faculty level.	FON
		2.25	Work towards a more accessible legal support for researchers.	FL
	We have increased research with impact, throughout the Faculty, for e.g., improved health and medical care, innovation, etc.	2.26	Continue annual announcement of call Strategic Research Resource, and complete analysis of 'Forskningslyftet' and 'Klinisk forskningsresurs' (incl. identifying new disciplines for the next round), for a new call during the year.	FN FON
		2.27	Call for funding a research-sabbatical for assistant professors and professors.	FON
		2.28	Identify and support research environments in areas relevant to 'nationell högspecialiserad vård' (NHV), and actively contribute to applications for NHV.	FL Prefekter
		2.29	Continued announcement of call Research Infrastructure Funds. (Same as 2.30)	FN FON/RIS
Actualized availability of infrastructure.	We have an established system for identifying research infrastructure needs.	2.30	Continued announcement of call Research Infrastructure Funding. (Same as 2.29)	FN FON/RIS
	We have identified principles for prioritizing and co-financing of the Faculty's research infrastructures.	2.31	Include costs for the maintenance of research infrastructures (staff and service contracts) when announcing infrastructure support.	FON/RIS
		2.32	Continued work to promote existing research infrastructures at UmU and within the Northern Regions health care (Norra sjukvårdsregionen).	FON Deputy Dean
	Vital Umeå-based research infrastructures such as technology platforms, biobanks and patient registries are accessible to faculty researchers.	2.33	Continued active nomination, when the opportunity arises, and encouragement within the Faculty.	FL Prefekter
The Faculty's researchers are represented in local or national or international review panels for the financing and coordination of research infrastructures.				

3. Third cycle education

Long-term goal	Goal for period 2020-2022	Activity nr.	Activities 2021	Responsible
Third cycle education of the highest quality, and on equal terms.	Doctoral education is given in the form of a faculty-wide doctoral programme – where doctoral students across subjects and departments meet – with organisation, structure, implementation, and education at the cutting-edge level, latest by autumn 2021.	3.1	Continue to form and implement a faculty-wide doctoral programme, where sustainability is a consistent theme.	FON RUF
		3.2	Restructure the organisation of third cycle with regards to decision-making bodies and administrative support.	Dean FON/RUF
		3.3	Explore if a stay at a university abroad can be gradually integrated into all third cycle education.	FON RUF
	More doctoral students are linked to environments with several active researchers/teachers/doctoral students.	3.4	Group activities across departments and subjects are included in the new doctoral programme.	FON RUF
	Doctoral students' requisites are analysed from equal opportunity perspective.	3.5	Continued analysis of Umeå Medical Health Sciences Student Union's equal opportunity report. Continued dialogue between the Committee for Equal Opportunity, RUF and the doctoral student section.	KLIV RUF
	Doctoral students in the Regions have more time for research.	3.6	Invite the Regions to discussions about doctoral students' conditions in health and medical care.	RUF Associate & Deputy Dean
	All supervisors, for newly admitted doctoral students, have taken a supervisor course.	3.7	The rule on obligatory course for the main supervisor, decided by FN in 2020, will be implemented from 1 March 2021.	FN FON/RUF
	The number of doctoral students who have stayed at a university abroad, during their doctoral education, has increased.	3.8	Announce call for the preparation of postdoctoral stay abroad.	IKOM Prefekter
		3.9	Announce call for stay at a university abroad during doctoral studies.	IKOM
Ensure talent retention internally and externally of doctoral degree graduates in different subject areas.	A dimensioning of the Faculty's third-cycle education in different subject areas – primarily for the needs of one's own talent retention but also for health care (especially university health care), industry and society at large – is included in annual activity and talent retention plans for the Faculty of Medicine from 2021.			
	A system for how third-cycle education at the Faculty is financed has been developed.			

Annex 1.

Key areas and priorities decided by the University (2021)

Work Environment

At the Faculty of Medicine, much of the work environment work and related planning takes place at the Faculty's departments and units. Risk assessment and action plan for work environment and equal opportunity are reported to, and reviewed by, Faculty Leadership and Faculty Office annually, to find common denominators where the faculty-wide level may need to go in, with support and efforts. The Faculty's HR specialists also conduct individual discussions with each head of department/equivalent annually to grasp possible problems and identify development areas within the work environment and leadership.

Following the compilation of the departments' risk assessments and action plans for work environment and equal opportunity for 2020 (see Annex 2, Action Plan for Work Environment 2021) where several departments have highlighted shortcomings, some key areas have been identified. These areas concern both organisational, social, and physical work environmental aspects, and here the Faculty sees a need to work with specific actions and to follow up on the activities planned by the institutions to address the shortcomings.

In the organisational and social work environment, a perceived high workload is a risk that recurs in more than half of the Faculty's departments. The departments have in their action plans proposed several different activities that they plan to work on in this area and therefore in 2020 the Faculty has worked to spread good experiences of the departments' work at HR meetings, with the theme work environment. In 2021, the Faculty therefore plans to follow up the departments' action plans to see if the planned measures had the desired effect.

When it concerns the physical environment and safety related issues, a lack of knowledge and knowledge of procedures in several areas has emerged where fire protection has become a potential issue. An underlying problem that is raised in different contexts is uncertainty in the responsibility for coordinating the work environment work in the premises shared by the University's and Region Västerbotten's (RV) employees. Since many in the Faculty work in premises owned by RV, they are not covered by the fire protection training that is done centrally within Umeå University. Several institutions have reported problems in accessing RV's fire protection training, as notification to these are made via RV's intranet. The Faculty has therefore set an overall goal to increase knowledge and knowledge of fire protection routines and a planned activity to achieve this goal is to take a closer look at how the coordination of work environment work, including fire protection, is organized, and complied with in the activities. Other physical deficiencies that have been reported relate primarily to ergonomic and since in this area there is procured support from occupational health care provider available to all university employees, the Faculty sees that information efforts can be an appropriate activity.

Some departments have reported continuing problems with "sick houses", so-called building-related ill health (BRO in Swedish). Here it has been revealed from the facility managers at Norrland University Hospital that knowledge about the handling of BRO matters needs to be improved in the organization and therefore the Faculty intends to work to ensure that a training for managers on how BRO cases are investigated and remedied within Region Västerbotten's premises is carried out for managers.

Since many of the reported risks in physical work environment stem from ambiguity in the coordination responsibility in shared premises between Umeå University and RV, the Faculty will in 2021 work with the goal that the employees concerned will have good knowledge of the coordination of health and safety issues.

Most of the 2020 working year has been characterized by remote work and transitioning to distance learning for faculty employees, because of Covid-19. The Faculty therefore sees that a priority area for 2021 is to follow up on possible health and safety effects of the situation with remote-working. Since there is a great deal of uncertainty about how the pandemic situation will develop, work on this needs to continue and in dialogue with heads of departments, faculty leadership and HR support to enable appropriate measures to be developed if necessary.

Equal Opportunity

The Faculty's Committee for Equal Opportunities is tasked with coordinating efforts to increase knowledge and awareness of sexual harassment, equal opportunities, and diversity. Work is ongoing in the areas of action plan for gender mainstreaming for areas which the Faculty is responsible. The 2020-2022 Operational Plan includes equal opportunities, active measures and gender equality activities integrated; for 2021 see activities 1.30, 1.31, 2.14, and 3.5.

Talent Retention

In the Operational Plan 2020-2022 there are activities for talent retention in 2021; activities 1.20, 1.28 and 2.16-2.22. In addition, the Faculty is working to develop activities to improve communication regarding advertised teacher positions (continued activity from VP 2019).

The Dental Programme

In accordance with the Swedish Budget Bill, the Dental Programme will produce 360 full-time students by 2021. Over the years, the programme has had problems with drop-outs due to moving to another place of study, and that the students do not achieve the set goals. To compensate for this, the intake to the entry-level places was increased in 2019.

The Medical Programme

From the autumn term 2020, admission to the Medical Programme semester 1 is planned to reach 130 students. With a student completion rate estimated at 96-98% per semester, the Faculty expects that when admitted students from the autumn semester 2020 arrive at their last semester, the entire expansion is completed. In 2021, the number of entry-level places in semester 1 will stay at 130 students and the expansion continues according to plan. The new six-year medical program will start in 2021.

The Faculty continues the initiative with the Bridging Medical Programme for medicine graduates from outside the EU and EEA, which was started in 2018.

Widening Participation

The Operational Plan 2020-2022 includes goals and activities for widening participation; for year 2021 see activities 1.4, 1.25 and 1.31.

Quality System for Education

Activities in the Faculty's Operation Plan for third-cycle education (3.1-3.9) have a clear connection to the University's quality system. The Faculty is working on the development of a doctoral programme in which doctoral students admitted for one year will form a cohort. The aim is to improve the implementation of third-cycle education for doctoral students, in particular in clinical subjects and doctoral students who carry out education in environments with little critical mass, and overall to increase the quality of third-cycle education at the Faculty of Medicine, see activity 3.1. The Faculty will await this organizational change before we plan for a peer review of the doctoral education subject *Medicinsk vetenskap*. The Faculty also plans to implement faculty-wide guidelines and grading criteria for the implementation of compulsory mid-term seminar with the aim of ensuring the achievement of national objectives and progression in third-cycle education.

In first and second cycle education, almost all programmes have carried out peer review. All programs have for the second year in a row submitted a program analysis (called *VP* and *VB* in the central quality system) and met with the faculty leadership in dialogues. As a result of the quality work of the programmes, the Faculty's 2021 Operational Plan now envisages VP activities, including 1.14-1.27.

Annex 2.

Action Plan for Work Environment 2021

Goal	Strategy	Activity 2021	Follow-up criteria 2022	Responsible
Faculty staff feel they have a reasonable workload and balance at work	Support the departments in their planned activities to improve employees' perceived workload	Follow up on the departments risk assessments for 2021	The number of departments/units/offices that point to problems of high workload, stress and poor work-life balance has reduced	Dean, HR-specialist
Faculty staff have a satisfactory physical work environment	<p>Increase managers' and staff's awareness of the occupational health care providers efforts with regard to ergonomics at the workplace</p> <p>Increase managers' knowledge of how building-related ill-health (<i>BRO</i>) cases are investigated and addressed</p>	<p>Follow up on the departments' risk assessment for 2021</p> <p>Update the SharePoint for HR, to make it easier to find updated information on work-environment.</p> <p>Arrange training for managers on how <i>BRO</i> cases are investigated and remedied within RV's premises.</p>	<p>The number of departments/units/offices that complain of deficiencies in their working environment regarding factors such as ergonomics, light, sound, and temperature has decreased</p> <p>Continued cooperation in the Local Planning Council on the <i>BRO</i> problem</p>	Dean, Heads of Departments/Directors /Head of Faculty Office, HR-specialist, Deputy Dean
Faculty staff have sufficient knowledge of, and are familiar with, fire protection procedures	Increase managers' and staff's knowledge of current procedures and fire protection	<p>Raise the issue of access to Region Västerbotten's (RV) intranet, in order to be able to enrol Umeå University personnel for fire protection training</p> <p>Follow up on the departments' risk assessments for 2021</p> <p>Update the SharePoint for HR, to make it easier to find updated information on work environment.</p>	<p>Updated information on coordination for work-environment at RV's premises can be found in both the <i>Chefshandboken</i> on Aurora and on the Faculty of Medicine's website and on the Faculty's SharePoint for HR issues</p> <p>The number of institutions/work units/ office that point to a lack of knowledge in the field has reduced</p>	Dean, Heads of Departments/Directors /Head of Faculty Office, HR-specialist

Goal	Strategy	Activity 2021	Follow-up criteria 2022	Responsible
Staff at the Faculty have sufficient knowledge of Cardiopulmonary Resuscitation (CPR) and of procedures regarding crisis management.	Follow the development of the departments' planned activities.	<p>Follow up on the departments' risk assessments for 2021</p> <p>Update the SharePoint for HR, to make it easier to find updated information on work environment.</p>	Fewer departments report risk around lack of knowledge and procedures regarding crisis management and CPR	Dean, Heads of Departments/Directors /Head of Faculty Office, HR-specialist
Staff at the Faculty who share premises with RV have good knowledge of the coordination of health and safety issues in shared premises for Umeå University (UmU) and RV.	<p>Develop cooperation with RV on the coordination of work-environment issues at shared premises.</p> <p>Increase awareness of the agreement on coordination of work-environment between UmU and RV and clarify the coordination responsibilities at the premises.</p>	<p>Establish a working group on coordination with those responsible at RV and UmU.</p> <p>Review and update coordination responsibility information.</p> <p>Disseminate information about coordination responsibilities to the relevant heads of departments and HR.</p> <p>Update HR SharePoint space, to make it easier for the business to find updated information about work environment</p>	<p>Fewer institutions report risks/problems related to issues arising from a lack of knowledge of work-environment in shared premises</p> <p>Updated information on coordination responsibilities is available to the relevant UmU staff</p>	Dean, Heads of Departments/Directors /Head of Faculty Office, HR-specialist, Deputy Dean
Staff of the Faculty working remotely have a good work environment	Continuously analyse the consequences of employees' working remotely and develop measures based on identified needs	<p>Support managers' regarding survey methods, and provide support in discussions about appropriate measures</p> <p>Continuously discuss the issue at prefectural meetings</p>	Few departments report work environment related risks around remote work	Dean, Heads of Departments/Directors /Head of Faculty Office, HR-specialist