

## PCIG PASS Program

<https://htai.eventsair.com/htai-2024-annual-meeting/pcig-pass-program>

HTAi's Patient and Citizen Involvement in HTA Interest Group (PCIG) offers the PCIG PASS to support patients, carers and patient representatives attend HTAi Annual Meeting and pre-meeting workshops who would be otherwise unable to take part.

Here you can find information about:

- Who can apply?
- What you will be given
- What we ask for in return
- Key dates to note
- PCIG PASS sponsors
- How to apply
- Scoring and selection
- Who is PCIG?
- What is HTAi Annual Meeting?
- Who to contact with questions?

### You can apply if you (CRITERIA):

1. have lived experience as a patient or carer, or
2. represent patients (such as in a patient or community organisation, including online groups), or
3. represent patients in an HTA committee (such as a consumer/patient/public/lay member), or
4. have an HTAi Participation Grant or is a plenary speaker, and fall into one of the above 3 categories and need a 'partial' PCIG PASS to cover a gap between the Grant and the PASS.

### The In-Person PCIG PASS gives you:

- Economy (coach) class travel to/from Seville, Spain and accommodation (lodging) for up to 6 nights booked by HTAi so you are not out of pocket
- Complimentary early bird registration for HTAi Annual Meeting
- Complimentary pass to HTAi Patient and Citizen Involvement in HTA Interest Group's pre-conference workshop, Sunday 16 June
- Ability to claim incidentals up to USD 300 (for example: ground travel, meals not including alcohol, visa costs, accessibility support, additional workshop attendance, formal/informal dinners, mobile data expenses)
- Pre-HTAi Annual Meeting briefing (virtual)
- Option of having an Annual Meeting buddy
- Patient slack chat
- Daily roundup email
- Invitation to PCIG informal dinner (self-funded)

### The Virtual PCIG PASS gives you:

- Complimentary early bird registration for HTAi Annual Meeting
- Pre-HTAi Annual Meeting briefing (virtual)
- Option of having an Annual Meeting buddy
- Patient slack chat
- Daily roundup email

**PCIG asks you to please** help us make the program work this year and ensure we can attract sponsorship for future years by:

1. Accepting or declining any offer of a PASS by **25 March** so that we can give another person the chance to attend if you cannot
2. Answering booking information requests by deadlines
3. Contacting us as soon as possible if for some reason you cannot attend.
4. Completing our post-Annual Meeting evaluation so that we can continue to provide the PASS and improve patients experience of Annual Meeting

### **Key dates to note**

- 15 March 2024 – PCIG PASS 2024 application deadline
- 21 March 2024 – Successful applicants notified by email
- 25 March 2024 – Deadline for applicant acceptance of award
- 26 March 2024 – Unsuccessful applicants notified by email
- 28 March 2024 – Early-bird registration deadline
- 23 May 2024 – Online briefing for successful applicants
- 15-19 June 2024 – HTAi Annual Meeting, Seville, Spain

### **Our sponsors**

PCIG is grateful to our sponsors: Sanofi, EFPIA, Intuitive and Fenin *Tecnología Sanitaria* for their sponsorship of these grants and commitment to patient participation in HTAi's Annual Meeting.

### **How to apply**

1. Make sure you have a letter of support if you have not applied for a PCIG PASS in the past 5 years.
2. Complete the [online form](#).

### **Letter of support**

Please provide a short letter from someone from your organization (other than yourself) or an organisation familiar with your work which demonstrates their support for you attending HTAi 2024 Annual Meeting. If you have provided this letter for the PCIG PASS before, you do not need to do this again.

### **Online form**

The online form asks the following:

1. Full name (as per passport)
2. Email address
3. WhatsApp number (if we can't reach you by email we will message you)
4. Alternative contact (a trusted person we may speak to if we can't reach you before a deadline)
5. Country of residence
6. Organisation (if a representative or member of a patient group)
7. Brief description of your role in a patient organisation, community or patient advocacy:
8. Brief description of your interest or experience in health technology assessment and/or PCIG and why you want to come to HTAi 2024 Seville

9. Session name if you are presenting at Annual Meeting or contributing in a specific role
10. Flight departure location
11. Passport expiry date
12. Additional needs

### **Scoring and selection of PASS applications**

Although our sponsors are very generous each year, international travel to Spain is expensive and we regret that we cannot give PCIG PASSes to everyone. A team of PCIG volunteers review applications to ensure they meet the criteria before scoring them to prioritise those with demonstrated:

- Interest or experience in HTA or PCIG
- Contribution to HTAi Annual Meeting

Finally, a filter of condition area and geographical location will be applied to encourage a diversity of participation. Each application will be reviewed by at least 2 volunteers and all volunteers are asked to declare any conflicts of interest.

### **Additional information**

PCIG recognizes that patient participation at the HTAi Annual Meeting has an important role in capacity building and we value ongoing contributions and attendance. Therefore, past grant recipients are encouraged to apply, and applicants should note that receiving a grant this year WILL NOT RULE YOU OUT next year.

PCIG PASSes are not transferable.

### **Who is PCIG?**

PCIG is HTAi's Patient and Citizen Involvement in HTA Interest Group. We are a group of volunteers from HTA bodies, industry, research, healthcare, not for profits and patient organisations from around the world who work to improve HTA with patient and citizen involvement. We were established in 2005, just two years after HTAi was formed. Since then we have developed tools, resources and methods and shared good practice.

### **What is HTAi 2024 Seville?**

It is the 2.5 day Annual Meeting of HTAi plus 2 days of pre-meeting workshops. You can find out more here: <https://htai.eventsair.com/htai-2024-annual-meeting/>

### **Any questions: [htaipcigpass@gmail.com](mailto:htaipcigpass@gmail.com)**

Note that this email is in use only for the PCIG PASS process and should not be used for regular contact with the Interest Group or its Chair. If you have further questions, you can send them to this email and our volunteers will answer within 48 hours.