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|  | Jaarverslag palliatief netwerk (PN) of samenwerkingsverband (PSV) | ELGEZ-241008 |
|  | ///////////////////////////////////////////////////////////////////////////////////////////////////////////////////////////////////////////////////////////// |

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|  | **Afdeling Eerste Lijn en Gespecialiseerde Zorg**Simon Bolivarlaan 17, 1000 BRUSSEL**T** 02 553 36 47eerstelijn@vlaanderen.be[www.departementzorg.be](http://www.departementzorg.be)  |

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|  | *Waarvoor dient dit formulier?**Dit formulier helpt u om op een gestructureerde wijze het jaarverslag van uw organisatie samen te stellen.* ***Wie vult dit formulier in?****Dit* formulier wordt ingevuld door een persoon die daartoe door het palliatief netwerk of samenwerkingsverband gemachtigd is.***Aan wie bezorgt u dit formulier?***Mail dit formulier naar eerstelijn@vlaanderen.be. |
|  | Gegevens van uw palliatief netwerk of samenwerkingsverband |

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| 1 | Vul de gegevens van uw palliatief netwerk of samenwerkingsverband in. |
| naam |       |
| straat en nummer |       |
| postnummer en gemeente |       |
| telefoonnummer |       |
| e-mailadres |       |
| website |       |
|  |
| 2 | Vul de gegevens van de contactpersoon in. |
|  | naam |       |
|  | telefoonnummer |       |
|  | e-mailadres |       |
| 3 | Vul de gegevens van uw regio in. |
| gemeenten |       |
|  |
|  | Organisatiestructuur en interne werking |

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|  | (Facultatief) Schets de visie van uw organisatie |       |

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|  | (Facultatief) Schets de beleidsprioriteiten |       |
|  | Organigram |
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|  | Samenwerkingsovereenkomst |
|  |
| **4.** | **Is de inhoud van de samenwerkingsovereenkomst gewijzigd?** |
|  | [ ]  | ja. Voeg de aangepaste overeenkomst toe. |
|  | [ ]  | nee.  |

|  |  |
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| **5.** | **Wijzigingen in de partners met en samenwerkingsovereenkomst***(voeg rijen toe wanneer nodig)* |
|  |
|  | Nieuwe partners met een samenwerkingsovereenkomst  |  |
|  |  |
|  | Naam organisatie |  | Adres | Setting (vb. WZC, zorgaanbieder, ziekenhuis,…) |
|  |       |  |       |       |
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|  | Partners waarmee de samenwerkingsovereenkomst werd beëindigd |
|  |
|  | Naam organisatie |  | Adres | Setting (vb. WZC, zorgaanbieder, ziekenhuis,…) |
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|  | Partners waarvan de samenwerkingsovereenkomst werd gewijzigd |
|  |
|  | Naam organisatie |  | Adres | Setting (vb. WZC, zorgaanbieder, ziekenhuis,…) |
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|  | Bestuursorganen |
|  |
| **6.** | **Algemene vergadering***(voeg rijen toe wanneer nodig)* |
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| .  | Samenstelling AV op 31/12 |
|  | ledenaantal |  |       |  |

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | Setting (bv: huisarts, CAW,…) |  | Vertegenwoordigd door… |  | Gemeente |
|  |       |  |       |  |       |
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|   | Aantal bijeenkomsten |
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|   | Behandelde onderwerpen (Facultatief) |
|  |       |

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| **7.**  | **Raad van Bestuur***(voeg rijen toe wanneer nodig)* |
|  |
|   | Samenstelling RvB op 31/12 |

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | Naam bestuurder |  | Functie binnen RvB |  | Setting (bv: huisarts, CAW,…) |
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|  | ledenaantal |  |       |  |

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|   | Aantal bijeenkomsten |
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|   | Behandelde onderwerpen (Facultatief) |
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| **8.**  | **Dagelijks Bestuur***(voeg rijen toe wanneer nodig)* |
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|   | Samenstelling Dagelijks Bestuur op 31/12 |

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|  | Naam bestuurder |  | Functie binnen RvB |  | Setting (bv: huisarts, CAW,…) |
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|   | Aantal bijeenkomsten |
|  |       |

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|   | Behandelde onderwerpen (Facultatief) |
|  |       |

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|  | Medewerkers |
|  |
|  | Voor het netwerk/samenwerkingsverband duidelijk vermelden wie coördinator(en) is (zijn), palliatief deskundige, wie de functie vervult van halftijds psycholoog en eventueel andere medewerkers met hun functievermelding zoals administratieve kracht, enz. (en of ze als zelfstandig of als werknemer in dienst zijn). De medewerkers van de MBE moeten niet vermeld worden.  |

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| **9.** | **Wijzigingen in het personeelsbestand***(voeg rijen toe wanneer nodig)* |
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|   | Einde tewerkstelling |

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|  | Naam |  | functie |  |
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|  |  |
| --- | --- |
|  | Nieuwe medewerker |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  | Naam |  | functie |  |
|  |       |  |       |  |
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|  | Wijzigingen in tewerkstellingsduur |

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|  |
|  | Naam en functie |  | Aantal uren |  |
|  |  | van |  | naar |  |
|  |  |       |  |       | uren |  |       | uren |  |
|  |  |       |  |       | uren |  |       | uren |  |
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| **10.** | **Samenstelling van het personeelsbestand PN/PSV op 31/12***(voeg rijen toe wanneer nodig)* |

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| --- | --- | --- | --- | --- | --- | --- |
|  | Naam |  | Functie |  | Aantal uren/week |  |
|  |       |  |       |  |       |  |
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| **11.** | **Vorming Training en Opleiding** |

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|  | Per medewerker van het netwerk/samenwerkingsverband een overzicht van de gevolgde vorming. De bewijzen van deze vorming kunnen door de organisaties bijgehouden worden en op specifieke vraag opgestuurd worden naar het departement. Vormingen die door het netwerk zelf georganiseerd en gegeven worden, worden niet beschouwd als bijscholing voor de medewerkers. Indien de 40 u per jaar niet worden bereikt, is het aangewezen om hiervoor een korte uitleg te geven. Belangrijk is ook om bij nieuwe palliatief deskundigen een overzicht te geven van de 120 u bijscholing en 40 u stage.*(voeg rijen toe wanneer nodig)* |

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|  | **Naam**  |  |       |
|  |
|  | Datum (dd.mm.jjjj) |  | Aantal/u |  | Onderwerp/spreker |  | Organisator |
|  |       |  |       |  |       |  |       |
|  |       |  |       |  |       |  |       |
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|  | **Totaal uren** |  |       |

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|  | **Naam**  |  |       |
|  |
|  | Datum (dd.mm.jjjj) |  | Aantal/u |  | Onderwerp/spreker |  | Organisator |
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|  | **Totaal uren** |  |       |

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|  | **Naam**  |  |       |
|  |
|  | Datum (dd.mm.jjjj) |  | Aantal/u |  | Onderwerp/spreker |  | Organisator |
|  |       |  |       |  |       |  |       |
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|  | **Totaal uren** |  |       |

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|  | **Naam**  |  |       |
|  |
|  | Datum (dd.mm.jjjj) |  | Aantal/u |  | Onderwerp/spreker |  | Organisator |
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|  | **Totaal uren** |  |       |

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|  | **Naam**  |  |       |
|  |
|  | Datum (dd.mm.jjjj) |  | Aantal/u |  | Onderwerp/spreker |  | Organisator |
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|  | **Totaal uren** |  |       |

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| **12.** | **Interne overlegmomenten***(voeg rijen toe wanneer nodig)* |

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|  | Naam overlegmoment |  |       |  |  |
|  | Doelstelling van het overleg |  |       |  |  |
|  | Freq/aantal bijeenkomsten |  |       |  |  |

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|  | Naam overlegmoment |  |       |  |  |
|  | Doelstelling van het overleg |  |       |  |  |
|  | Freq/aantal bijeenkomsten |  |       |  |  |

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|  | Naam overlegmoment |  |       |  |  |
|  | Doelstelling van het overleg |  |       |  |  |
|  | Freq/aantal bijeenkomsten |  |       |  |  |

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|  | Naam overlegmoment |  |       |  |  |
|  | Doelstelling van het overleg |  |       |  |  |
|  | Freq/aantal bijeenkomsten |  |       |  |  |

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|  | Statuten |
|  |
| **13.** | **Zijn de statuten gewijzigd?** |
|  | [ ]  | ja. Voeg de aangepaste statuten toe |
|  | [ ]  | Nee. |  |
|  | Andere |
|  |
|  | Activiteiten die betrekking hebben op de interne werking van de organisatie bijv. kwaliteitshandboek, arbeidsreglement, organisatie van een lustrumviering; activiteiten die tot doel hebben financiële middelen te verwerven (bijv. organisatie van een benefietconcert, pannenkoekenverkoop, barbecue, wandeltocht); *(voeg rijen toe wanneer nodig)* |

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|  | Omschrijving onderwerp |  |       |  |  |

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|  | Omschrijving onderwerp |  |       |  |  |

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|  | Omschrijving onderwerp |  |       |  |  |

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|  | Omschrijving onderwerp |  |       |  |  |

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|  | Omschrijving onderwerp |  |       |  |  |

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|  | Omschrijving onderwerp |  |       |  |  |

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|  | Omschrijving onderwerp |  |       |  |  |
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|  |
|  | Netwerkopdrachten |

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|  | (Facultatief) Schets de beleidsprioriteiten |       |

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|  |
|  | Informeren |
|  |
|  | (Facultatief) Schets de beleidsprioriteiten |       |

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| **14.** | **Voordrachten***(voeg rijen toe wanneer nodig)* |

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|  |
|  | Datum dd/mm/jjjj |  | Thema |  | Plaats |  | Organisatie/ doelgroep |  | Aantal deelnemers |
|  |       |  |       |  |       |  |       |  |       |
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| **15.** | **Folders en brochures***(voeg rijen toe wanneer nodig)* |

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| --- |
|  |
|  | Onderwerp folder/brochure |  | Editiedatum |  | Oplage |
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|  | **Specifieke initiatieven, bv. nieuwe folders/brochures, herwerking folders/brochures** |       |

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| **16.** | **Tijdschrift/Nieuwsbrief** |

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|  | Omschrijving |  |       |  |  |
|  | Doelgroep |  |       |  |  |
|  | Oplage |  |       |  |  |
|  | Periodiciteit |  |       |  |  |
|  | Behandelde onderwerpen |  |       |  |  |

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| **17.** | **Website** |

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|  | www. adres |  |       |  |  |
|  | Aantal bezoekers |  |       |  |  |
|  | Specifieke initiatieven |  |       |  |  |

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| **18.** | **Andere** |

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|  | Publicaties, symposia, toneelstuk, enz,… |  |       |  |  |

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|  |
|  | Samenwerking en consult |
|  |
|  | (Facultatief) Schets de beleidsprioriteiten |       |

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| **19.** | **Samenwerking***(voeg rijen toe wanneer nodig)* |

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|  | Overleggroepen van het netwerk palliatieve zorg |

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|  | **Naam overleggroep** |  |       |  |  |
|  | Doelstelling |  |       |  |  |
|  | Aantal /organisatie leden  |  |       |  |  |
|  | Aantal en/of data bijeenkomsten  |  |       |  |  |
|  | Facultatief-behandelde onderwerpen |  |       |  |  |
|  | Resultaten van de overleggroep |  |       |  |  |

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|  | **Naam overleggroep** |  |       |  |  |
|  | Doelstelling |  |       |  |  |
|  | Aantal /organisatie leden |  |       |  |  |
|  | Aantal en/of data bijeenkomsten  |  |       |  |  |
|  | Facultatief-behandelde onderwerpen |  |       |  |  |
|  | Resultaten van de overleggroep |  |       |  |  |

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|  | Deelname aan regionale overleggroepen |

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|  | **Naam overleggroep** |  |       |  |  |
|  | Doelstelling |  |       |  |  |
|  | Aantal /organisatie leden |  |       |  |  |
|  | Aantal en/of data bijeenkomsten  |  |       |  |  |
|  | Facultatief-behandelde onderwerpen |  |       |  |  |
|  | Resultaten van de overleggroep |  |       |  |  |

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|  | Deelname aan regio-overschrijdende overleggroepen |

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|  | **Naam overleggroep** |  |       |  |  |
|  | Doelstelling |  |       |  |  |
|  | Aantal /organisatie leden |  |       |  |  |
|  | Aantal en/of data bijeenkomsten  |  |       |  |  |
|  | Facultatief-behandelde onderwerpen |  |       |  |  |
|  | Resultaten van de overleggroep |  |       |  |  |

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| **20** | **Consult** |

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|  | Overzicht van consulten: naam van de persoon/organisatie die het consult vroeg, omschrijving van de consultvraag, locatie en datum van het overlegmoment, aantal aanwezigen, beschrijving van de ondernomen acties en de resultaten. (Vrije tekst) |
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|  |
|  | Deskundigheidsbevordering |
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|  | Titel |
|  |
|  | Titel |

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Wanneer dezelfde vorming/training/opleiding verschillende dagen werd gegeven, mogen deze dagen ‘geclusterd’ worden:

bv. opleiding A, gegeven op dagen B,C,D met totaal van E-aantal deelnemers

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|  | (Facultatief) Schets de beleidsprioriteiten |       |

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| **21.** | **Opleidingsaanbod van het netwerk palliatieve zorg***(voeg rijen toe wanneer nodig)* |

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|  | **Naam opleiding** |  |       |  |  |
|  | Doelstelling |  |       |  |  |
|  | Aantal deelnemers |  |       |  |  |
|  | Duur opleiding  |  |       |  |  |
|  | Naam lesgever(s) |  |       |  |  |
|  | Doelgroep |  |       |  |  |

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|  | **Naam opleiding** |  |       |  |  |
|  | Doelstelling |  |       |  |  |
|  | Aantal deelnemers |  |       |  |  |
|  | Duur opleiding  |  |       |  |  |
|  | Naam lesgever(s) |  |       |  |  |
|  | Doelgroep |  |       |  |  |

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|  | **Naam opleiding** |  |       |  |  |
|  | Doelstelling |  |       |  |  |
|  | Aantal deelnemers |  |       |  |  |
|  | Duur opleiding  |  |       |  |  |
|  | Naam lesgever(s) |  |       |  |  |
|  | Doelgroep |  |       |  |  |

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|  | **Naam opleiding** |  |       |  |  |
|  | Doelstelling |  |       |  |  |
|  | Aantal deelnemers |  |       |  |  |
|  | Duur opleiding  |  |       |  |  |
|  | Naam lesgever(s) |  |       |  |  |
|  | Doelgroep |  |       |  |  |

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| **22.** | **Opleidingsaanbod in samenwerking***(voeg rijen toe wanneer nodig)* |

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|  | **Naam opleiding** |  |       |  |  |
|  | In samenwerking met… |  |       |  |  |
|  | Doelstelling |  |       |  |  |
|  | Duur opleiding  |  |       |  |  |
|  | Naam lesgever(s) |  |       |  |  |
|  | Doelgroep |  |       |  |  |
|  | Aantal deelnemers |  |       |  |  |

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|  | **Naam opleiding** |  |       |  |  |
|  | In samenwerking met… |  |       |  |  |
|  | Doelstelling |  |       |  |  |
|  | Duur opleiding  |  |       |  |  |
|  | Naam lesgever(s) |  |       |  |  |
|  | Doelgroep |  |       |  |  |
|  | Aantal deelnemers |  |       |  |  |

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|  | **Naam opleiding** |  |       |  |  |
|  | In samenwerking met… |  |       |  |  |
|  | Doelstelling |  |       |  |  |
|  | Duur opleiding  |  |       |  |  |
|  | Naam lesgever(s) |  |       |  |  |
|  | Doelgroep |  |       |  |  |
|  | Aantal deelnemers |  |       |  |  |

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|  | **Naam opleiding** |  |       |  |  |
|  | In samenwerking met… |  |       |  |  |
|  | Doelstelling |  |       |  |  |
|  | Duur opleiding  |  |       |  |  |
|  | Naam lesgever(s) |  |       |  |  |
|  | Doelgroep |  |       |  |  |
|  | Aantal deelnemers |  |       |  |  |

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| **23.** | **Opleidingen op maat***(voeg rijen toe wanneer nodig)* |

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|  | **Thema opleiding** |  |       |  |  |
|  | In samenwerking met… |  |       |  |  |
|  | Datum dd/mm/jjjj  |  |       |  |  |
|  | Naam lesgever(s) |  |       |  |  |
|  | Doelgroep |  |       |  |  |
|  | Aantal deelnemers |  |       |  |  |

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|  | **Thema opleiding** |  |       |  |  |
|  | In samenwerking met… |  |       |  |  |
|  | Datum dd/mm/jjjj  |  |       |  |  |
|  | Naam lesgever(s) |  |       |  |  |
|  | Doelgroep |  |       |  |  |
|  | Aantal deelnemers |  |       |  |  |

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|  | **Thema opleiding** |  |       |  |  |
|  | In samenwerking met… |  |       |  |  |
|  | Datum dd/mm/jjjj  |  |       |  |  |
|  | Naam lesgever(s) |  |       |  |  |
|  | Doelgroep |  |       |  |  |
|  | Aantal deelnemers |  |       |  |  |

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|  | **Thema opleiding** |  |       |  |  |
|  | In samenwerking met… |  |       |  |  |
|  | Datum dd/mm/jjjj  |  |       |  |  |
|  | Naam lesgever(s) |  |       |  |  |
|  | Doelgroep |  |       |  |  |
|  | Aantal deelnemers |  |       |  |  |

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|  | **Thema opleiding** |  |       |  |  |
|  | In samenwerking met… |  |       |  |  |
|  | Datum dd/mm/jjjj  |  |       |  |  |
|  | Naam lesgever(s) |  |       |  |  |
|  | Doelgroep |  |       |  |  |
|  | Aantal deelnemers |  |       |  |  |

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| **24.** | **Studiedagen, symposia, congressen***(voeg rijen toe wanneer nodig)* |

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|  | Studiedag: dag van samenkomst waarop men zich bezighoudt met de studie van een speciaal onderwerp, al dan niet in universitair verband.Symposium: wetenschappelijke bijeenkomst ter bespreking van een bepaald onderwerp waaraan een hele dag gewijd wordt.Congres: (internationale) vergadering ter behandeling van wetenschappelijke en andere onderwerpen. |

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|  | **Onderwerp** |  |       |  |  |
|  | In samenwerking met… |  |       |  |  |
|  | Behandelde thema’s |  |       |  |  |
|  | Locatie  |  |       |  |  |
|  | Naam spreker(s) |  |       |  |  |
|  | Doelgroep |  |       |  |  |
|  | Aantal deelnemers |  |       |  |  |
|  | Datum |  |       |  |  |

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|  | **Onderwerp** |  |       |  |  |
|  | In samenwerking met… |  |       |  |  |
|  | Behandelde thema’s |  |       |  |  |
|  | Locatie  |  |       |  |  |
|  | Naam spreker(s) |  |       |  |  |
|  | Doelgroep |  |       |  |  |
|  | Aantal deelnemers |  |       |  |  |
|  | Datum |  |       |  |  |

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|  | **Onderwerp** |  |       |  |  |
|  | In samenwerking met… |  |       |  |  |
|  | Behandelde thema’s |  |       |  |  |
|  | Locatie  |  |       |  |  |
|  | Naam spreker(s) |  |       |  |  |
|  | Doelgroep |  |       |  |  |
|  | Aantal deelnemers |  |       |  |  |
|  | Datum |  |       |  |  |

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| **25.** | **Andere** |

|  |  |
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|  | Wetenschappelijk onderzoek |
|  |       |  |

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|  | Informatieverstrekking aan studenten |
|  |       |  |

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|  | Educatief materiaal |
|  |       |  |

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|  | Begeleiding eindwerken |
|  |       |  |

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|  | Stages |
|  |       |  |

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|  |
|  | Vrijwilligerswerk |

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|  | (Facultatief) Schets de beleidsprioriteiten |       |

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| **26.** | **Vrijwilligerswerk van het netwerk palliatieve zorg** |

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|  | Het profiel van de vrijwilligers |
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|  |
|  | Aantal actieve vrijwilligers |

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|  |
| 1 | Aanwijzing. |

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|  |
| 1 | Aanwijzing. |

 |
|  | Vrijwilligers actief in |  | Aantal |
|  | De thuiszorg |  |       |
|  | Het ziekenhuis |  |       |
|  | De palliatieve eenheid |  |       |
|  | Elders (specifieer) |  |       |
|  | TOTAAL |  |       |

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|  | Aantal vrijwilligers gestopt |  |       |

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|  | Aantal vrijwilligers gestart |  |       |

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|  | Geslacht van de vrijwilligers |

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|  |  |  | Aantal per setting |  | TOTAAL |
|  |  |  | TZ |  | ZH |  | PE |  | …. |  |  |
|  | Man |  |       |  |       |  |       |  |       |  |       |
|  | Vrouw |  |       |  |       |  |       |  |       |  |       |
|  | TOTAAL |  |       |  |       |  |       |  |       |  |       |

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|  | Leeftijd van de vrijwilligers |

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|  | **Leeftijdscategorie** |  | Aantal per setting |  | TOTAAL |
|  |  |  | TZ |  | ZH |  | PE |  | …. |  |  |
|  | < 18 jaar |  |       |  |       |  |       |  |       |  |       |
|  | 18-25 jaar |  |       |  |       |  |       |  |       |  |       |
|  | 26-50 jaar |  |       |  |       |  |       |  |       |  |       |
|  | 51-65 jaar |  |       |  |       |  |       |  |       |  |       |
|  | >65 jaar |  |       |  |       |  |       |  |       |  |       |
|  | TOTAAL |  |       |  |       |  |       |  |       |  |       |

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|  | Aantal uren vrijwilligerswerk per vrijwilliger per week |

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|  | **Aantal uren** |  | Aantal per setting |  | TOTAAL |
|  |  |  | TZ |  | ZH |  | PE |  | …. |  |  |
|  | < 1 u |  |       |  |       |  |       |  |       |  |       |
|  | 1-5 u |  |       |  |       |  |       |  |       |  |       |
|  | 6-10 u |  |       |  |       |  |       |  |       |  |       |
|  | 11-15 u |  |       |  |       |  |       |  |       |  |       |
|  | >15 u |  |       |  |       |  |       |  |       |  |       |
|  | TOTAAL |  |       |  |       |  |       |  |       |  |       |

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|  | Rekrutering |
|  | Omschrijving van de activiteiten om vrijwilligers te rekruteren. |       |

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|  | Selectie |
|  | Omschrijving van de selectiemethode. |       |

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|  | Aantal kandidaten dat zich heeft aangeboden |  |       |
|  | Aantal weerhouden kandidaten |  |       |

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|  | Basisopleiding*(voeg rijen toe wanneer nodig)* |

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|  | **Thema opleiding** |  |       |  |  |
|  | Data dd/mm/jjjj  |  |       |  |  |
|  | Naam lesgever(s) |  |       |  |  |
|  | Duur |  |       |  |  |
|  | Aantal deelnemers |  |       |  |  |

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|  | **Thema opleiding** |  |       |  |  |
|  | Data dd/mm/jjjj  |  |       |  |  |
|  | Naam lesgever(s) |  |       |  |  |
|  | Duur |  |       |  |  |
|  | Aantal deelnemers |  |       |  |  |

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|  | **Thema opleiding** |  |       |  |  |
|  | Data dd/mm/jjjj  |  |       |  |  |
|  | Naam lesgever(s) |  |       |  |  |
|  | Duur |  |       |  |  |
|  | Aantal deelnemers |  |       |  |  |

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|  | Opvolging de vrijwilligers*(voeg rijen toe wanneer nodig)* |

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|  | Individuele opvolging |
|  | Omschrijving |       |

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|  | Supervisie / intervisie |
|  | Omschrijving doelstelling  |  |       |  |  |
|  | Na(am(en) super-/intervisoren |  |       |  |  |
|  | Periodiciteit en duur |  |       |  |  |
|  | Opsomming behandelde onderwerpen |  |       |  |  |

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|  | Navorming*(voeg rijen toe wanneer nodig)* |

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|  | Individueel gevolgde externe navormingsactiviteiten |
|  | **Onderwerp** |  |       |  |  |
|  | Data dd/mm/jjjj  |  |       |  |  |
|  | Naam lesgever(s) |  |       |  |  |
|  | Duur |  |       |  |  |
|  | Naam deelnemer |  |       |  |  |

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|  | **Onderwerp** |  |       |  |  |
|  | Data dd/mm/jjjj  |  |       |  |  |
|  | Naam lesgever(s) |  |       |  |  |
|  | Duur |  |       |  |  |
|  | Naam deelnemer |  |       |  |  |

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|  | Externe navormingsactiviteiten gevolgd in groep |
|  | **Onderwerp** |  |       |  |  |
|  | Data dd/mm/jjjj  |  |       |  |  |
|  | Naam lesgever(s) |  |       |  |  |
|  | Georganiseerd door |  |       |  |  |
|  | Aantal deelnemers |  |       |  |  |

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|  | **Onderwerp** |  |       |  |  |
|  | Data dd/mm/jjjj  |  |       |  |  |
|  | Naam lesgever(s) |  |       |  |  |
|  | Georganiseerd door |  |       |  |  |
|  | Aantal deelnemers |  |       |  |  |

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|  | Interne navormingsactiviteiten  |

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|  | **Onderwerp** |  |       |  |  |
|  | Data dd/mm/jjjj  |  |       |  |  |
|  | Naam lesgever(s) |  |       |  |  |
|  | Aantal deelnemers |  |       |  |  |
|  | **Onderwerp** |  |       |  |  |
|  | Data dd/mm/jjjj  |  |       |  |  |
|  | Naam lesgever(s) |  |       |  |  |
|  | Aantal deelnemers |  |       |  |  |

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|  | Inspraak en overleg*(voeg rijen toe wanneer nodig)* |

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|  | **Inspraakorgaan (naam)** |  |       |  |  |
|  | Omschrijving doelstelling  |  |       |  |  |
|  | Aantal/namen leden |  |       |  |  |
|  | Periodiciteit en duur |  |       |  |  |
|  | Opsomming behandelde onderwerpen |  |       |  |  |

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|  | **Inspraakorgaan (naam)** |  |       |  |  |
|  | Omschrijving doelstelling  |  |       |  |  |
|  | Aantal/namen leden |  |       |  |  |
|  | Periodiciteit en duur |  |       |  |  |
|  | Opsomming behandelde onderwerpen |  |       |  |  |

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| **27.** | **Vrijwilligerswerk in samenwerking** |

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|  | Omschrijving van de samenwerking. |       |

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|  | Actieplan |

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| **28.** | **Vermeld hier in het bijzonder de initiatieven en de initiatieven in het kader van het bevorderen van de bekendheid van palliatieve zorg bij de Vlaamse bevolking.** |

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|  | Ondertekening |

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| **29.** | **Vul de onderstaande verklaring in.****Ik verklaar dat alle gegevens in dit formulier naar waarheid zijn ingevuld.****Ik verbind me ertoe eventuele wijzigingen van de voormelde gegevens onmiddellijk door te geven aan het Departement Zorg.** |

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|  | datum | dag |    | maand |    | jaar |      |  |
|  | handtekening |       |
|  | voor- en achternaam |       |
|  | functie |       |
|  | handtekening |       |