

PAHO/WHO Collaborating Centres General Information for Institutions

7 March 2022

PAHO



Pan American
Health
Organization

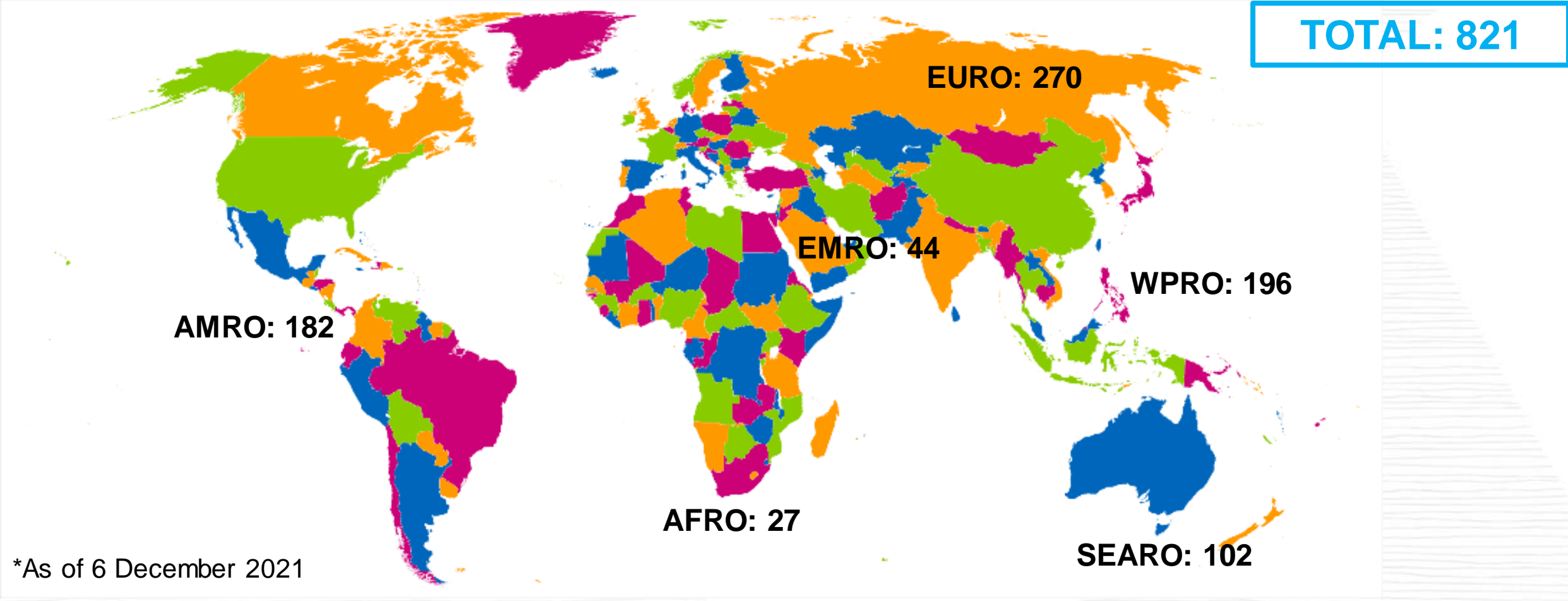


World Health
Organization
REGIONAL OFFICE FOR THE Americas

What is a Collaborating Centre?

- WHO Collaborating Centres departments, laboratories or divisions within an academic or research institution, hospital, or government which have been designated by the Director-General to carry out concrete activities **at the regional and global levels** in support of the Organization's programs. **The entire institution is not normally designated.**
- All WHO Collaborating Centres located in the Region of the Americas are known as Pan American Health Organization/World Health Organization Collaborating Centres (PAHO/WHO CCs) since PAHO serves as a WHO Regional Office.
- CCs work with PAHO/WHO on areas such as nursing, occupational health, communicable diseases, chronic diseases, emergency response, and eHealth, among others.

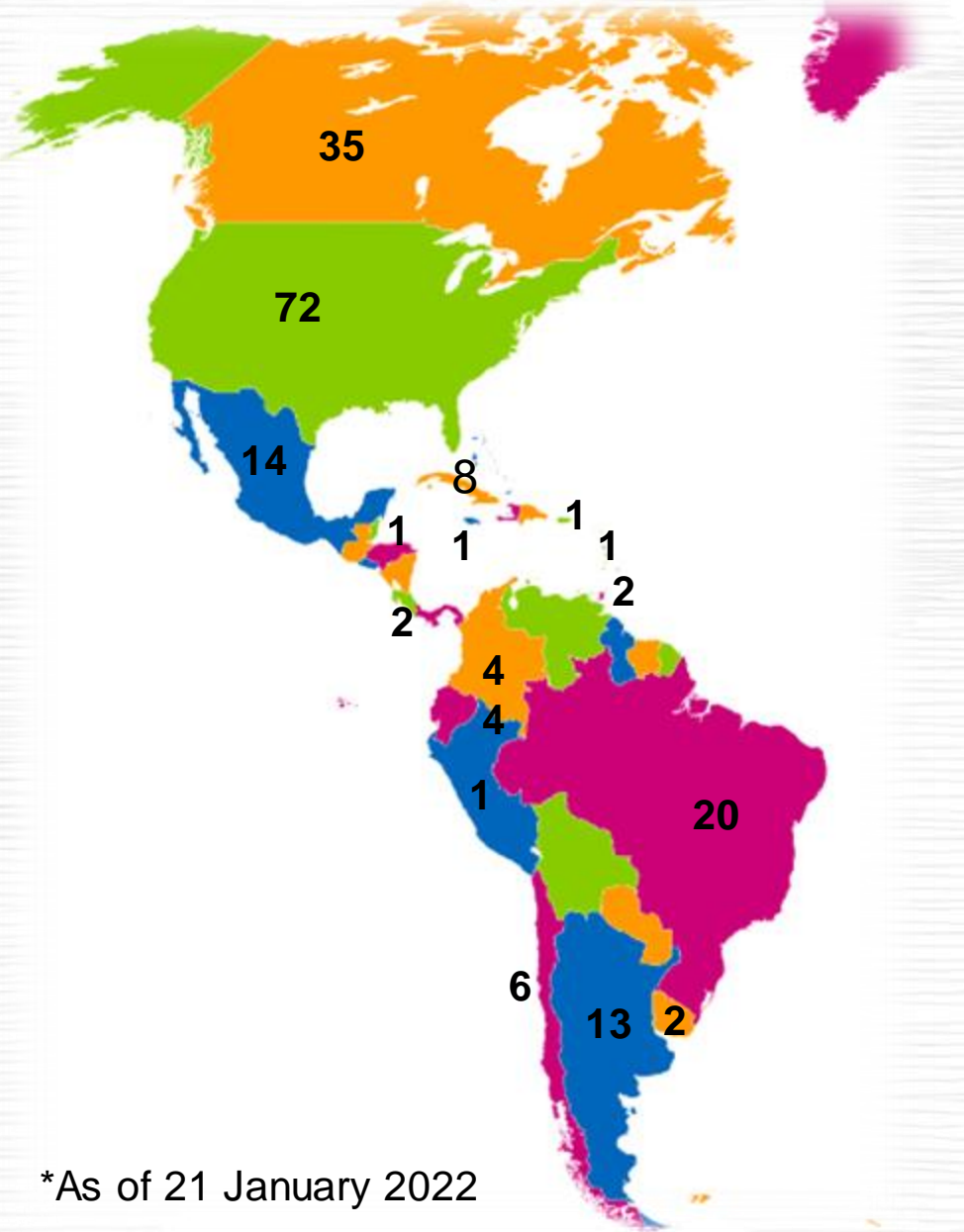
Global Distribution - WHO Regional Offices



*As of 6 December 2021

CCs in the Region

TOTAL: 182



*As of 21 January 2022

Argentina	13
Brazil	20
Canada	35
Chile	6
Colombia	4
Costa Rica	2
Cuba	8
Grenada	1
Honduras	1
Jamaica	1
Mexico	14
Peru	1
Puerto Rico	1
Trinidad & Tobago	2
United States	72
Uruguay	2

A Model for Collaboration

- The idea of utilizing national institutions to work at an international level began since the time of the League of Nations, when national laboratories were designated as reference centers for the standardization of biologicals. Shortly after its creation in 1947, WHO designated the Worldwide Influenza Center in London, to which it entrusted world epidemiological surveillance tasks.
- In 1949, the second World Health Assembly affirmed "the best means to promote research in the field of health consists of helping existing institutions, coordinating their work, and utilizing their results."
- Today more than 800 Collaborating Centres exist in more than 80 countries worldwide.



Eligibility Criteria

1. High scientific and technical standing nationally and internationally.
2. Prominent place in the country's health, scientific or educational structures.
3. High quality of leadership with sufficient number of qualified staff.
4. Stability in terms of personnel, activity and funding.
5. Strong working relationship with other institutions at national, regional and global level.
6. Clear ability, capacity and readiness to contribute to PAHO/WHO program activities.
7. Technical and geographical relevance of the institution and its activities to WHO's program priorities.
8. **At least two years of previous collaboration with PAHO/WHO in carrying out jointly planned activities.**



What Do They Do?

Collection, collation and dissemination of information

Standardization of terminology, diagnostic, therapeutic and prophylactic substances and methods

Development of evidence-based technical guidance tools and resource materials

Provision of reference substances and other services

Participation in collaborative research developed under PAHO/WHO's leadership

Training, including research training

Coordination of activities

Capacity-building work at country level

Provision of monitoring, preparedness and response services for disease outbreaks and public health emergencies

Some Limitations

- 1 Provision of advice to Member States on policy and legislative matters
- 2 Establishment of new entities (e.g. research institutes)
- 3 Development and issuing of diplomas (e.g MA, MSc, PhD) or courses offered as part of an established degree program
- 4 Development of national guidelines
- 5 Assignment of interns, staff on commission or other HR-related activities
- 6 Participation of WHO technical advisory groups (e.g. commissions, committees, working groups)

Common Misconceptions

1. A designation as a PAHO/WHO CC is a: certification of excellence, accreditation, award, recognition or a permanent agreement. **X**
2. An institution can “apply” to be designated. **X**
3. WHO CCs are different from PAHO CCs. **X**



Funding

- The CC is expected to cover the costs of the agreed activities through the institution's regular budget.
- PAHO/WHO works to ensure that interactions the proposed part of the institution could have with the private sector do not cause any real or perceived conflict of interest with respect to the work of the CC.



Steps to Designate a CC

Designation as a
PAHO/WHO CC

Final approval: WHO gives final approval & institution is notified

Government consultation: Health authorities consulted

Review process: Informal & formal review of TORs & workplan by PAHO and WHO

TORs & workplan: Development of Terms of Reference and workplan

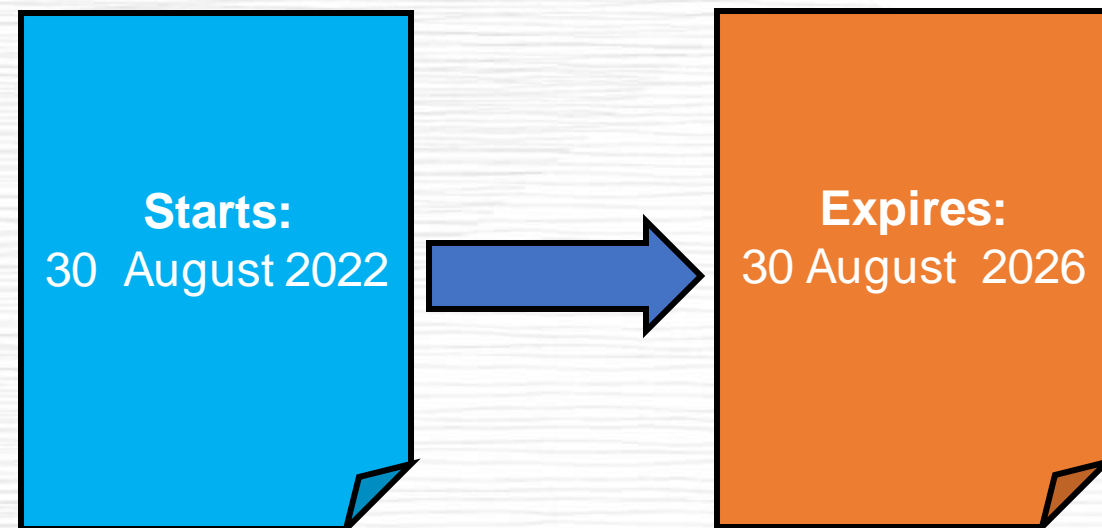
Planning: Discussion of possible activities aligned with PAHO/WHO strategies and mandates

Track record: Eligibility met and two years of prior collaboration with PAHO/WHO



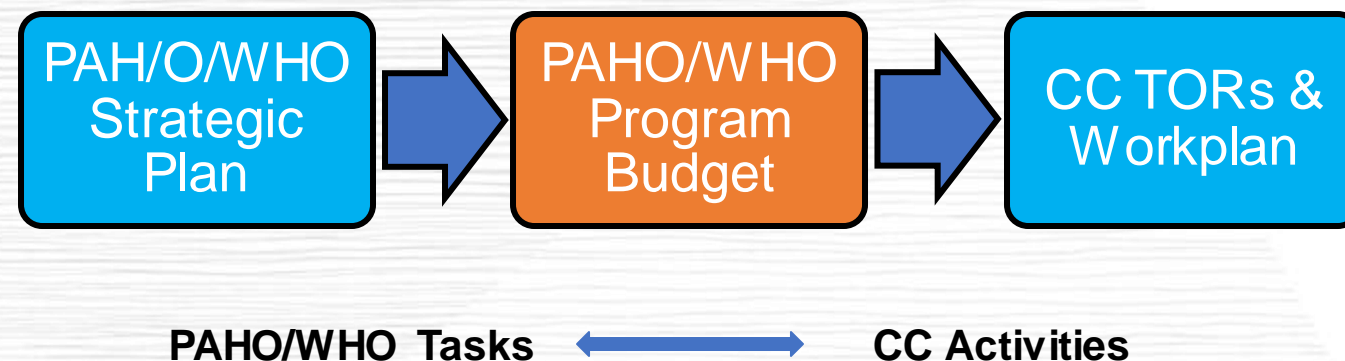
Designation as a CC

- The designation of an institution is proposed by a department or program of PAHO/WHO. **Self nominations are not acceptable.**
- The designation is an agreement of limited duration. **It concludes automatically on the expiration date.**



Development of the Workplan

Requires open communication between the PAHO/WHO Responsible Officer and the institution. The negotiation is based on the concrete needs of the Organization and what the institution can offer to respond to those needs.



Workplan Checklist

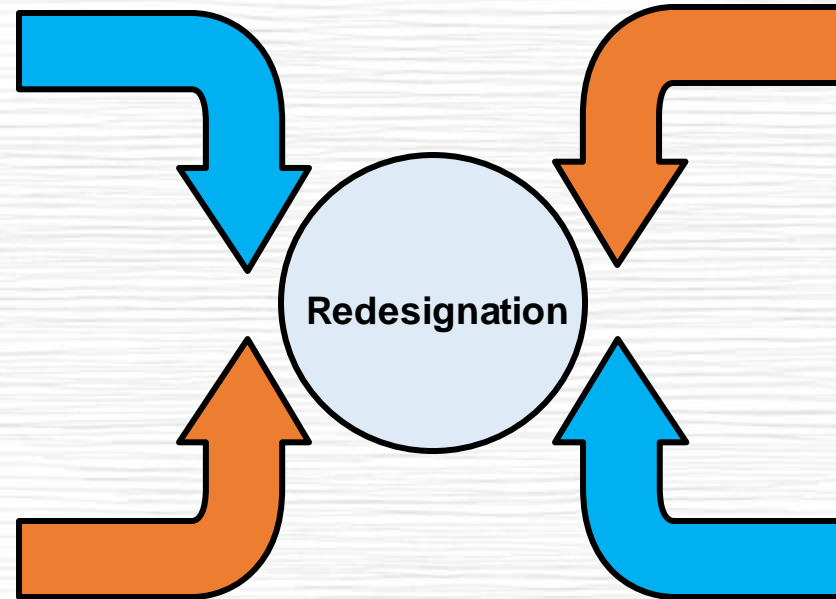


- Only activities that have been jointly planned with and tailored for PAHO/WHO, and directly contribute to PAHO/WHO's programs should be included.
- **The description of each activity includes the following:**
 - 1. The context and reason for the activity**
 - 2. The concrete actions to be taken**
 - 3. PAHO/WHO's role**
 - 4. The tangible, expected deliverables**
- Each activity has secured funding by the institution.
- Each activity has a clear timeframe.
- Each deliverable states the intellectual property rights.

Redesignation

PAHO/WHO decides if proposing a redesignation based on the general performance of the Centre and the future needs of the Organization.

Requires the submission of the first three annual reports



Redesignation can have a duration of 1, 2, 3 or 4 years.

Should begin 6-9 months before the expiration date

The redesignation process must be finalized before the expiration date!

Annual Report

1

Are requested automatically every 12 months **on the date of the anniversary of the designation.**

2

Are expected to be completed and uploaded by the CC within 30 days.

3

Are not the appropriate place to provide detailed technical or scientific results.

eCC System



CCs can only access eCC to:

- Complete the Institutional Profile and confirm agreement with work plan.
- Complete and submit annual reports.

Responsibilities of a CC

Implement the workplan in the agreed time period using the highest quality of standards.

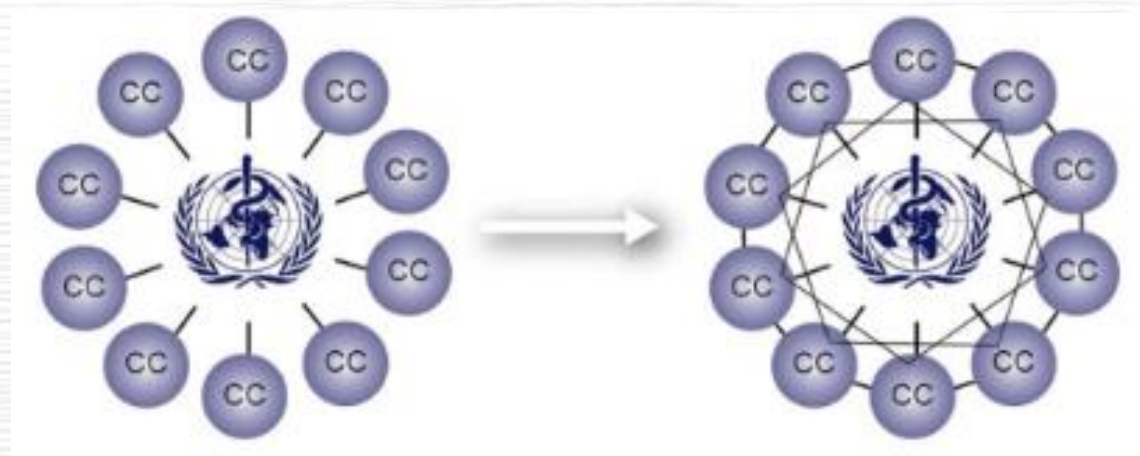
Inform the RO about any change that can affect the implementation of the workplan.

To submit the annual reports on time.

To follow the WHO regulations and policies indicated in the [Terms and Conditions](#).

Formation of Networks

- CCs are encouraged to form working relationships with other CCs through the formation of collaboration networks or incorporation into existing ones.
- Benefits:
 - Greater global application and impact of the activities
 - New synergies and peer-to-peer opportunities for CCs
 - Better alignment with PAHO/WHO programs
 - Provides opportunity to build institutional capacity within countries



Some networks:



**Nursing and
Midwifery**



Bioethics



Nutrition

Best Practices for PAHO/WHO Collaborating Centres (CCs)

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Workplans

- Work closely with the PAHO/WHO Responsible Officer (RO) developing the workplan to ensure it is aligned with PAHO/WHO's goals and mandates.
- Implement the agreed upon workplan using the highest quality of standards.
- Inform the RO about changes that may affect workplan implementation, as well as changes in CC directorship.
- Complete the Institutional Profile form in eCC as quickly as possible with attachments in English (constitutive document and organizational chart).
- Upload annual reports on time (within 30 days of the WHOCC email request).

Use Available Resources

- **Guide for WHO CCs**
 - Provides information to better understand how the CC mechanism works.
- **CC Website**
 - Contains information about the CC mechanism and how CCs have been supporting PAHO/WHO.
- **Status Report for PAHO/WHO CCs**
 - Contains an overview of PAHO's collaboration with CCs and a list of PAHO/WHO CCs, organized by Member State.
 - CCs' corresponding PAHO technical entity and designation dates can be found herein.
- **PAHO/WHO CCs by Strategic Plan Outcome**
 - Contains a list of PAHO/WHO CCs, organized by PAHO's Strategic Plan (2020-2025) Outcomes.
- **WHO CCs Database & Portal**
 - Contains information on WHO CCs worldwide, including contact information and website links.
 - Users can search for CCs using several filters, such as country, reference number, region, and technical area.
- **CC Networks Webpage**
 - Contains information about regional and global CC networks.
- **CC Deliverables Library**
 - Contains links to deliverables carried out by PAHO/WHO CCs to support the Organization's goals and mandates from 2015 to present.



Knowledge and Understanding

- Become familiar with PAHO/WHO's mandates and goals and identify how the CC's expertise could align with PAHO's strategic plan and other PAHO/WHO strategic documents.
- Understand the responsibilities of a CC director and how the CC mechanism works.
- Ensure RO is the CC's primary point of contact.
- Understand and adhere to the WHO CC Terms and Conditions, with special attention to the use of the WHO name and emblem.

Interaction

- Maintain consistent communication with the RO and invite them to visit the CC, if possible.
- Participate in PAHO's technical meetings, when invited.
- Consider asking a more experienced CC for guidance and mentorship.
- Join relevant CC networks to:
 - increase the regional/global application and impact of the CC's activities
 - create new synergies with other CCs.
 - build capacity within your institution.
- Identify similar or cross-cutting connections with other CCs and suggest new collaborations.

Opportunity for the Future

- Reflect on the effect the COVID-19 pandemic has had on your work with PAHO/WHO to identify and maintain any improved processes/procedures and better prepare for future health crises.

PAHO/WHO CC Website

<https://www.paho.org/en/pahowho-collaborating-centres>

