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Mandate Reference Group: Human Health and social work activities

1. About ESCO and its review process

1.1. ESCO

The objective of ESCO is to develop a multilingual, structured terminology of skills/competences, qualifications and occupations. By providing a tool for identifying, sorting, connecting and applying relevant terms, ESCO is expected to facilitate the dialogue between the labour market and the education/training sector. The structure of ESCO will consist out of three different pillars covering occupations, skills/competences and qualifications. The three pillars will be linked to make interrelations between them visible.

1.2. Development of ESCO and ongoing revision

The ESCO project takes as its starting point the EURES taxonomy that initially has been developed by the Swedish public employment service, translated into 22 languages. However, substantial changes and improvements concerning both structure and content are required, to make ESCO a tool that is adapted to the reality of European education/training systems and the labour markets.

1.3. Reference Groups

The development and continuous revision of ESCO will be done based on the input from expert reference groups.



a) Sectoral Reference Groups:

Sectoral Reference Groups will cover the main occupational areas addressed by ESCO. These Sectoral Reference Groups will develop and revise the content of the ESCO occupations pillar and skills/competences pillar and will contribute to the development of the qualifications pillar. Each Reference Group will cover a specific industry sector or field of economic activity.

b) Transversal Reference Group:

The work of the Sectoral Reference Groups will be accompanied and supported by a horizontal Transversal Reference Group dealing with transversal (non-job specific) skills/competences.

The aim of the work of the Reference Groups is to include in ESCO the common denominator of the terminology used on the European Labour Market with the level of detail that is needed to perform qualitative skill-based job matching. Richly detailed and more specific occupational profiles are to be created and managed at a national level when necessary.

The starting point for the Reference Groups will be the current version of ESCO under development. In this version of ESCO, already some qualitative and structural changes to the EURES taxonomy will have been realised:

- ISCO-88 is replaced by ISCO-08;
- A first check is made to find and remove terminological inconsistencies;
- Some skills are added.

2. The Reference Group on Human health and social work activities

In the NACE Rev.2 Methodology and Working paper, EUROSTAT states that "Section Q: Human health and social work activities"¹ includes the provision of health and social work activities. Activities include a wide range of activities, starting from health care provided by trained medical professionals in hospitals and other facilities, over residential care activities that still involve a degree of health care activities to social work activities without any involvement of health care professionals.

¹ http://epp.eurostat.ec.europa.eu/cache/ITY_OFFPUB/KS-RA-07-015/EN/KS-RA-07-015-EN.PDF



Each member of the ESCO Reference Group on "Human health and social work activities", should have expertise² in the sector.

2.1. Human health activities

This division includes activities of short- or long-term hospitals, general or specialty medical, surgical, psychiatric and substance abuse hospitals, sanatoria, preventoria, medical nursing homes, asylums, mental hospital institutions, rehabilitation centres, leprosaria and other human health institutions which have accommodation facilities and which engage in providing diagnostic and medical treatment to inpatients with any of a wide variety of medical conditions.

It also includes medical consultation and treatment in the field of general and specialised medicine by general practitioners and medical specialists and surgeons. It includes dental practice activities of a general or specialised nature and orthodontic activities. Additionally, this division includes activities for human health not performed by hospitals or by practicing medical doctors but by paramedical practitioners legally recognised to treat patients.

2.2. Residential care activities

This division includes the provision of residential care combined with either nursing, supervisory or other types of care as required by the residents. Facilities are a significant part of the production process and the care provided is a mix of health and social services with the health services being largely some level of nursing services.

2.3. Social work activities without accommodation

This division includes the provision of a variety of social assistance services directly to clients. The activities in this division do not include accommodation services, except on a temporary basis.

3. The mandate

The Reference Group is expected to

- 1) Review the existing terminology with regards to occupations, both transversal and job-specific skills/competences and, where relevant, qualifications in the relevant sector. This includes deleting obsolete occupations or skills/competences and adding newly emerged occupations or skills/competences in the European labour market. The Reference group

² For the general required profile see Annex A



will assess which skills/competences are part of specific occupations and look into relations with relevant qualifications.

- 2) Review the semantic structure of ESCO for their sector by grouping occupations and skills/competences and qualifications in ESCO's structure.
- 3) Organise the actual work to be done for their field of expertise, the relations with other Sectoral Reference Groups (e.g.. when working on similar topics), relations with other organisations, such as national and European skills councils, and the reaching of the time goals as described in point 5.

Additionally all Reference Group members are the preferred expert partners to inform stakeholder's organisations on the evolutions of ESCO.

4. Indicative timeline for the revision

<i>Month</i>	<i>Task</i>
n	Appointing decision
n+1	ESCO Secretariat proposal for occupations transmitted to the Reference Group
n+2	Introductory meeting of the Reference Group
n+4	First meeting to discuss occupations
n+6	Second meeting to discuss occupations
n+9	Third meeting to discuss occupations
n+11	Fourth meeting to discuss occupations
n+11	Proposal for occupations transmitted from Reference Groups to ESCO Secretariat
n+13	ESCO Secretariat proposal for skills/competences
n+14	First meeting to discuss skills/competences/qualifications
n+16	Second meeting to discuss skills/competences/qualifications
n+19	Third meeting to discuss skills/competences/qualifications
n+22	Fourth meeting to discuss skills/competences/qualifications
n+22	Proposal for skills/competences/qualifications transmitted from Reference Groups to ESCO Secretariat
n+22	Proposal for complete sectoral revision transmitted to the Maintenance Committee
n+24	Maintenance Committee decision on the proposal
n+25	Terms formulation and validation process
n+28	Update data in the ITM taxonomy management system
n+30	Endorsement by the ESCO Board



5. Organisation of the Reference Groups

5.1. Appointment

Reference groups (members and chair) are appointed by the ESCO Secretariat and endorsed by the ESCO Board. Reference groups will be appointed for the duration of the revision of a sector of the ESCO taxonomy and would cease to exist on completion of their task.

5.2. Size

The size of each reference group should be such that the group can function efficiently and effectively (e.g. up to 15 members).

5.3. Meetings and Conferences

- 1) An introductory meeting on 3 and 4 July 2012. This meeting will require approximately 2 working days, travel time included for the meeting itself and a half working day afterwards to process the event.
- 2) A total of maximum 4 face-to-face reference group meetings per year. Each meeting requires about 1 working day for preparation of the meeting and 1 working day for the meeting itself. This estimation is indicative and may depend on the sector.
- 3) Stakeholders Conferences. This participation will require 2 working days per conference. Members that are participating in the organisation of a Stakeholders Conference will require more preparation time, depending on the level of involvement. The next Stakeholders Conference is scheduled for the third quarter of 2012.
- 4) A Reference Group may decide to have additional E-meetings. The ESCO Secretariat can organise these meetings upon request.

5.4. Estimation of workload

Based on the above mentioned assumptions the involvement into a Reference Group will come with a workload for every individual member, estimated at one to two working days a month

5.5. Reimbursement

The Commission will, via the ESCO Secretariat, cover travel costs of all Reference Group members and accommodation for the private experts for the meetings that will take place in Brussels.

6. Input from ESCO Secretariat

The ESCO Secretariat will support the Reference Groups on the following matters:



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- Logistical support through organising the meetings of the Reference Group: find an appropriate date for the members and provide a location. An option will be provided to not only meet face-to-face, but also via e-meetings;
- Technical support through granting access to the ESCO database and providing documentation on national and sectoral classifications, and when requested a more concrete proposal, which can both serve as a source of inspiration and best practices;
- Communication between the Reference Group and the Maintenance Committee and the ESCO Board;
- Terminological guidelines, developed by the Maintenance Committee in close cooperation with the ESCO Secretariat.



Annex: General profile

Experts in a specific field of economic activity with the following profile could become part of a Reference Group:

- Sound knowledge of the terminology related to education/training and labour market in a specific sector, in particular the terminology on occupations and skills/competences;
- Good understanding of relevant skills/competences and occupations of at least one particular industrial sector/field of economic activity;
- Up-to-date knowledge and understanding of education-training and qualifications systems in Europe, in particular within the relevant sector;
- Experience with classifications, taxonomies, controlled vocabularies;
- Good understanding of the employment and skills related standards and classifications (ISCO, ISCED, NACE, etc.);
- Very good English language skills.