

EHMA CASE STUDY COMPETITION

Terms and Conditions

These Terms and Conditions (T&C) govern participation in the EHMA Case Study Competition (the Competition), organised by the European Health Management Association (EHMA). By registering for the Competition, all team members confirm that they have read, understood and accepted these Terms and Conditions.

Registration for the Competition is subject to completion of the official registration form, which sets out additional operational and data protection information.

1. Eligibility and registration

The Competition is open to students enrolled in postgraduate academic degree programmes at higher education institutions, whether or not their institution is an EHMA member. Participating students must be enrolled at a higher education institution located within the WHO European Region. Each team must comprise four students enrolled in the same postgraduate academic degree programme in health management or a closely related field, such as public health, health policy or healthcare administration. Executive education, continuing professional development and other non-degree programmes are not eligible.

More than one team may participate from the same postgraduate programme or institution.

Each team must identify a Faculty Adviser affiliated with the postgraduate programme in which the team members are enrolled. The Faculty Adviser provides guidance and encouragement to the team but is not responsible for registering the team or managing its participation in the Competition. Further information on the role of the Faculty Adviser is provided in Section 2.

A registration fee applies, as published for the relevant edition. Teams may register independently or with the support of their institution, and the registration fee may be paid by the participating students, their institution or another party on their behalf.

Registration becomes final only once EHMA has verified the team's eligibility, confirmed participation and received the applicable fee. Submission of a registration form does not, by itself, guarantee a place in the Competition.

Withdrawals or requests to substitute a team member must be submitted in writing to EHMA. Before the case study is released, such requests will normally be accommodated, provided that the replacement team member meets the eligibility requirements. Once the case study has been released, substitutions will only be approved in exceptional circumstances, such as illness or withdrawal from studies, at EHMA's discretion.

2. Faculty adviser

Each team must identify a Faculty Adviser affiliated with the postgraduate programme in which the team members are enrolled. The Faculty Adviser provides guidance and feedback to the team throughout the Competition but is not responsible for managing the team's participation or acting as an intermediary between the team and EHMA.

Faculty Advisers are encouraged to observe their team's presentations during the Online Qualifier and Online Semi-Final. They may join the relevant session for their team's presentation only and participate as observers; they may not intervene during the presentation or Q&A.

Following each round, Faculty Advisers may provide feedback and guidance to help the team reflect on its performance and strengthen the communication, presentation and defence of its solution in subsequent rounds. They may not develop or materially alter the team's analysis, solution or recommendations, which must remain the team's own work.

Faculty Advisers are welcome to attend the in-person Final if their team progresses but are not required to do so.

3. Competition format

The Competition case study is released simultaneously to all registered teams. Each team analyses the case independently and prepares a written submission setting out its analysis, proposed solution and recommendations. The written submission establishes the substantive basis of the team's participation throughout the Competition.

The Competition consists of three rounds: an Online Qualifier, an Online Semi-Final and an in-person Final. In each round, teams present and defend their solution before a judging panel. The highest-scoring teams progress to the next round in accordance with the Competition structure communicated to participants.

Teams progressing through the Competition may refine their presentation and how they communicate, explain and defend their solution. They may not materially change the analysis, proposed solution or recommendations set out in their original written submission. As teams progress, the presentations and questions from the judging panels will provide increasing opportunities to demonstrate the depth of their reasoning, the feasibility of their recommendations and their ability to defend their choices.

4. Submission and presentation requirements

Teams must submit a written report setting out their analysis, proposed solution and recommendations. The report must be submitted in PDF format and must not exceed five pages, excluding references. Detailed submission instructions and deadlines will be communicated to registered teams before the case study is released.

The written report establishes the substantive basis of the team's solution throughout the Competition. As set out in Section 3, teams progressing to subsequent rounds may refine how they present, communicate and defend their solution but may not materially change the analysis, solution or recommendations contained in the written report.

For each Competition round, teams will prepare and deliver a presentation of their solution, followed by a Q&A with the judging panel. Presentation and Q&A timings, together with any

practical requirements, will be communicated to teams in advance of each round. All team members are expected to contribute meaningfully to the presentation and/or Q&A.

Submission deadlines apply equally to all teams. Where exceptional circumstances or technical issues materially affect a team's ability to submit or present, EHMA will determine an appropriate course of action, taking into account fairness to all participating teams.

5. Judging

Teams will be assessed against a common set of judging criteria and scoring methodology, which will be communicated to all registered teams when the case study is released.

Progression between rounds and final rankings will be determined by the scores awarded by the judging panels. Where necessary, a tie-break procedure will be applied in accordance with the judging methodology communicated to participants.

Following the Online Qualifier and Online Semi-Final, teams will receive their scores together with brief feedback from the judging panel. Teams progressing to the next round may use this feedback to strengthen the presentation, communication and defence of their solution, but may not materially change the analysis, solution or recommendations contained in their written submission.

Judges' decisions regarding the assessment and ranking of teams are final.

6. Final, prizes and costs

Teams qualifying for the Final are required to participate in person. If a finalist team is unable to attend, EHMA may offer its place to the next highest-scoring eligible team.

Teams that participated in the Competition but did not qualify for the Final are warmly invited to attend the Final and Awards as part of the wider Competition community, celebrate the achievements of the finalist teams and take part in the conclusion of the Competition. Attendance is entirely optional.

Prizes are awarded to the highest-ranking teams in the Final, as announced for the relevant edition of the Competition. All teams participating in the Competition will receive a certificate of participation.

The registration fee covers participation in all Competition rounds. Travel, accommodation and any other costs associated with attending the Final are not included in the registration fee and must be arranged and covered by each team.

7. Competition rules

Participants are expected to act professionally, honestly and respectfully towards fellow participants, judges, EHMA staff and others involved in the Competition.

The case study and any related materials provided for the Competition are confidential and may only be shared and discussed within the registered team, with its Faculty Adviser and with EHMA, unless otherwise specified by EHMA. Competition materials remain the property of EHMA and/or the relevant rights holder and may only be used for the purposes of participating in the Competition.

Collaboration on the case is permitted only between members of the same registered team, with guidance from the Faculty Adviser in accordance with Section 2. Participants must not seek external assistance in developing their analysis, solution or recommendations, or contact judges outside officially organised Competition activities.

Teams retain any intellectual property rights they hold in their submissions. Participation in the Competition does not transfer ownership of a team's submission or its intellectual property to EHMA or to the organisation providing the Competition case.

Teams agree that their submissions may be shared with and reviewed by EHMA, the judging panels and the organisation providing the Competition case for the purposes of the Competition. Any reproduction, publication or adaptation of a team's submission by EHMA or the organisation providing the Competition case for purposes beyond the Competition will require the team's prior agreement.

Breaches of these rules, including breaches of confidentiality, academic misconduct or serious unprofessional conduct, may result in disqualification and, where appropriate, exclusion from future editions of the Competition.

8. Academic integrity and AI

All work submitted and presented in the Competition must represent the participating team's own analysis, reasoning and judgement. Teams may draw on published literature and other legitimate sources, provided that these are appropriately acknowledged.

The use of generative artificial intelligence (AI) tools is permitted. AI may be used to support the team's work but must not replace the team's own analysis, reasoning or judgement. Teams remain fully responsible for the accuracy, originality and integrity of all content they submit and present.

Teams must disclose the use of generative AI and indicate the tools used and the purposes for which they were used. The use or non-use of generative AI will not in itself affect the assessment of a team's work.

Failure to appropriately acknowledge sources or disclose significant use of generative AI, or the submission of work that does not represent the team's own analysis, reasoning and judgement, may be treated as a breach of these Terms and Conditions.

9. Changes and cancellation

EHMA may make reasonable changes to the Competition schedule, arrangements or requirements where necessary. Any such changes will be communicated to participating teams as soon as reasonably possible and will be implemented in a manner that preserves fairness and equal treatment.

If the Competition, or any part of it, cannot proceed as planned due to circumstances beyond EHMA's reasonable control, EHMA will inform participating teams as soon as possible and determine appropriate alternative arrangements.

Questions regarding the Competition or these Terms and Conditions may be directed to the EHMA Secretariat at virginia.bima@ehma.org