



Terms of Reference for HIFA-Spanish Steering Group

<https://www.hifa.org/forums/hifa-spanish>

1. About HIFA-Spanish

HIFA-Spanish (HIFA-español, HIFA-es) is one of six HIFA forums (Healthcare Information For All) which collectively support more than 20,000 professional members in 180 countries, accelerating progress towards universal access to reliable healthcare information and protection from misinformation. HIFA-Spanish contributes directly to two of WHO's priorities in multilingualism, which are seen as necessary for quality universal health coverage:

- (1) global health communication: establishing cross-linkages among health professionals, policymakers and others from groups or regions speaking different languages. The purpose is to value and promote cultural and linguistic diversity and improve mutual sharing, and understanding between these various speaking groups/regions across the world; and
- (2) meeting the health information needs of individual people and health workers in a language they can understand - acknowledging that language is critical for delivering quality UHC and promoting innovations in service delivery (specifically culturally competent services) to address major health care disparities.

HIFA-Spanish members

- Share and disseminate experiences and lessons that can be useful for planning, organizing and implementing interventions and activities to improve health.
- Share reviews of evidence and innovations both in methods or procedures, as well as in experiences and in health care practices.
- Consult with other members of the HIFA community regarding challenges, difficulties and needs in promoting the availability of reliability healthcare information and improving the quality of health care worldwide.
- Interact to promote universal access to reliable healthcare information and address misinformation and the growing challenge of infodemics

2. HIFA-Spanish Steering Group: Roles and responsibilities

The HIFA-Spanish Steering Group is responsible for developing and maintaining the HIFA-Spanish forum. The group will:

1. Build and nurture the HIFA-Spanish membership so that it continues to grow and serve actively for the purposes described above
2. Ensure continued growth in membership, including representation from the full range of Spanish-speaking stakeholders (policy-makers, health professionals, researchers, information professionals, publishers, communities, representatives of civil society, etc.)
3. Promote sharing of experience and expertise among HIFA-Spanish members, thereby supporting individual and collective efforts to improve the availability of healthcare information in Spanish for the public, health workers and policymakers worldwide
4. Facilitate communication between HIFA-Spanish members and members of other relevant forums including and especially other HIFA Forums (in English, French, Portuguese or other languages), in alignment with UN and WHA Resolutions on multilingualism.
5. Recommend strategic directions for HIFA-Spanish, as appropriate, in alignment with other HIFA forums (see Governance below)
6. Encourage and support volunteerism among the HIFA-Spanish members, including moderators, country representatives, and administrative support
7. Encourage in-kind support from appropriate health and development organizations that are committed to improve quality of health care in Spanish speaking countries
8. Provide input to the main HIFA Steering Group through a dedicate HIFA-Spanish representative on the HIFA steering group

3. HIFA-Spanish Steering Group membership

The HIFA-Spanish Steering Group will include representative(s) of WHO (Headquarters and Regional Offices), GHI-Net, HIFA-Spanish members and HIFA-Spanish moderators, on agreement by WHO and GHI-Net.

The Group will be co-chaired by a representative of WHO and a representative of GHI-Net. With mutual agreement, chairing may be delegated to other members of the group.

The Group will include active volunteer moderators and other HIFA-Spanish representatives

4. Meeting schedule

The HIFA-Spanish Steering Group will meet virtually as needed, typically every 3 months, for 30-60 minutes, and will communicate by email or other agreed channels in-between meetings.

5. Governance

The HIFA-Spanish Steering Group is administered jointly by WHO and GHI-Net, who will provide adequate technical resources to fulfil the responsibilities. WHO and GHI-Net are jointly responsible for strategic decisions regarding the implementation and development of HIFA-Spanish.

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