EUROPEAN ASSOCIATION of HEALTH LAW

Call for applications to host the 11th EAHL Conference

The European Association of Health Law (EAHL) will hold its 11th conference in 2028. The EAHL Board of Directors (the Board) invites applications from its members to host the conference.

The deadline for applications is 28 February 2027, 23:59 CET. Late applications will not be considered. The Board will notify all applicants of its decision by 15 April 2027 and will publish information about the organiser on its homepage.

1. Eligibility

The lead applicant must be an individual member of the EAHL whose membership fee for the current year has been paid at the application deadline. The application must be made on behalf of a host institution, such as a university or research institute, which takes legal and financial responsibility for the conference. Joint applications from more than one institution are accepted, provided that one institution is named as the host.

2. Questions about the call

Questions about this call may be sent to eurohealthlaw@gmail.com until 15 January 2027, 23:59 CET. The Board will publish all questions, in anonymised form, together with its answers on the EAHL website by 31 January 2027, so that all potential applicants have the same information.

3. The conference

The conference is both an academic event and an opportunity for networking and discussion. The following elements are mandatory:

- Keynote or plenary sessions;
- Parallel sessions for oral presentations selected through an open call;
- Workshops selected through an open call;
- A poster session selected through an open call;
- A Young Scholars workshop, held immediately before the opening of the conference;
- Pre-conference events:
    - A joint session with the European Journal of Health Law (EJHL);
    - A special session involving representatives from other relevant health law associations operating at the global and regional levels (including the World Association for Medical Law, the Red Iberoamericana de Derecho Sanitario, the American Society of Law, Medicine and Ethics, etc.);
    - Dedicated time and space for EAHL interest groups;
    - The EAHL General Assembly, a Board meeting, and a meeting with the Advisory Board and the National Contact Points (NCPs).

The host shall provide rooms and time slots for the pre-conference events without charge to the EAHL.

The conference should take place in September 2028 and last two and a half to three days. The Young Scholars workshop must be held before the conference opening. Pre-conference events may be held a day before the opening of the conference, and do not count towards the indicated conference days. Applicants should avoid dates that clash with other major health law events.

Recent EAHL conferences have attracted over 200 participants. The venue must be able to accommodate at least 250 participants, with one keynote or plenary room and 5-8 rooms for parallel sessions.

In the parallel sessions, each participant may act as presenting author of no more than one oral paper (co-authorship, posters and workshops are not affected).

The conference must be held in English.

The venue must be accessible to participants with disabilities.

The host shall provide letters of invitation for visa purposes on request.

The call for abstracts and workshop proposals shall open no later than nine months before the conference, and authors shall be notified of the outcome no later than five months before the conference, so that participants have sufficient time to arrange visas and funding.

4. Roles and responsibilities

Local organising committee

The host shall set up a local organising committee with a named chair. The committee is responsible for the practical organisation of the conference.

EAHL Board

The Board will designate two of its members as liaison persons after the selection of the host.

The Board, together with the host, acts as the scientific committee of the conference. The Board will, where relevant, on the basis of a proposal of the local organising committee:

- Decide on the subthemes of the conference;
- Select presenters for oral and poster presentations based on the submitted abstracts;[1]
- Select workshop proposals;
- Select the keynote speakers within the budget agreed with the host;
- Approve the conference programme;
- Approve the publication of the book of abstracts of the conference.

The Board, in coordination with the EJHL editors, will decide on the joint EAHL/EJHL session. Any publication referring to the conference, including conference proceedings in the EAHL book series or a special issue of the EJHL, requires the prior agreement of the Board. Conference proceedings in the

[1] The final number of parallel sessions will be decided, considering the number and quality of abstracts and planned number of participants-.

EAHL book series shall be planned together with the host, and full papers shall be subject to peer review. Presenters remain free to submit their papers to any journal, including the EJHL.

Host

As a member of the scientific committee, the host shall:

- Propose conference subthemes to the Board, organise and participate in the selection of abstracts and workshop proposals;
- Invite keynote speakers, following the Board's decision;
- Prepare the draft conference programme;
- Agree with the Board on the participation of Board members in the programme, such as the opening and closing sessions.

The host is responsible for the venue, necessary technical equipment (with a sufficient number of IT assistants present to support panelists if needed), internet access, the conference website, registration, and the collection of registration fees. The host shall cover the travel and accommodation of the keynote speakers. Keynote speakers are exempt from the conference registration fee (including social dinner). The EAHL does not require any honoraria for keynote speakers.

The host and the EAHL will promote the conference through social channels, communication media and on their own websites. The EAHL logo shall be used on all conference materials, in accordance with the EAHL's instructions.

Should the Board consider it necessary, the host shall facilitate a site visit by the Board liaison persons, including an in-person coordination meeting with the local organising committee, in good time before the conference.

Within three months of the selection, the EAHL and the host shall conclude a written agreement setting out their respective rights and obligations, in particular the financial arrangements, the use of the EAHL name and logo, the timeline, data protection, and the consequences of cancellation or postponement.

5. Finances

The host carries full financial responsibility for the conference. The EAHL does not subsidise the conference nor does it cover any loss.

Should circumstances beyond the host’s control prevent the conference from taking place as planned, the host and the Board shall agree in good time on postponement, an online or hybrid format, or cancellation.

Sponsorship is encouraged. Sponsors shall have no influence over the scientific programme, and all sponsors shall be listed publicly on the conference website and in the programme.

Registration fees will be set by agreement between the Board and the host, accounting for exemptions set out in section 4. The fee structure shall distinguish between early and late registration and between EAHL members and non-members. It shall also offer reduced fees for EAHL

NCPs, EAHL Young Scholars, invited representatives of other associations, and participants from Low-Income Countries (as defined by the World Bank Country Classification), and allow on-site registration.

The EAHL shall offer sponsorship to the EAHL Young Scholars Interest Group members under its own scheme. The host shall coordinate with the Board on how this sponsorship is administered, in line with EAHL practice for such sponsorships.

Any surplus from the conference falls to the EAHL and shall be devoted to Young Scholars activities. The host shall submit an interim financial report to the Board four months before the conference and final accounts no later than six months after the conference.

6. Personal data

The host shall comply with applicable data protection law, including the General Data Protection Regulation (GDPR) and relevant national legislation. The host is the controller for participant data processed for registration and the organisation of the conference.

The host shall share the following participant data with the EAHL: name, affiliation, country, email address and EAHL membership status. The EAHL will use this data to administer fees and any sponsorships, to keep its membership records, to comply with legal obligations, and for its legitimate interests, such as preparing conference reports. The data shall be transferred securely.

The host shall provide participants with a privacy notice at registration covering the processing by both the host and the EAHL, including purposes, legal bases, recipients, retention periods and data subject rights. The host shall have data processing agreements in place with service providers that process participant data on its behalf, and shall ensure that any transfer outside the EEA complies with the GDPR. Dietary, accessibility and similar requirements shall be collected only where needed and used only for that purpose.

If sessions are recorded or photographs are taken at the conference or at social events, participants shall be informed in advance, upon registration and at the venue, that the material may be used by the host and the EAHL to enhance the visibility of the conference and for reporting purposes, and that it may be shared with conference participants. Participants shall be offered a simple way to opt out, such as a marked badge, and in such a case shall not be identifiable in photographs or recordings that are published or shared. Published images shall be removed on request. Speakers shall agree in advance to the recording and publication of their presentations.

If sessions are streamed, participants shall be informed in advance. Speakers shall agree in advance to being streamed. Other participants shall be given the option not to be streamed, for example through a non-streamed room or seating area, and audience members shall not be shown or heard during discussion without their agreement.

7. The application

The application (including all attached documents and annexes) shall be written in English and submitted as a single PDF file. The main text shall not exceed 15 pages and shall use Times New Roman, 12-point font, single line spacing, and margins of 2.54 cm (1 inch) on all sides. Tables are permitted and may use a different font size, provided they remain clearly readable. Pictures of the venues are welcome. The letter of support and the budget are submitted as annexes and do not count towards the page limit.

The application shall include the following items:

1. Proposed title and theme of the conference, including how it links to the objectives of the EAHL and the EAHL Strategy 2026–2030, https://eahl.eu/eahl-strategy-2026-2030;
2. Host institution, with a signed letter of support confirming its financial and administrative commitment (annex);
3. Lead applicant, and composition of the local organising committee, including its chair, working arrangements and administrative staff;
4. Proposed dates of the conference;
5. Venue and facilities, including total capacity, number and size of rooms, technical specifications for audiovisual equipment, accessibility and any hybrid or online element;
6. Programme format, including the number of days, the plenary and parallel sessions (planning at least 25 conference participants per session, with a minimum of five and maximum of eight parallel sessions or workshops at any one time) and their duration, the total number of possible papers (each participant may act as presenting author of no more than one oral paper; co-authorship, posters and workshops are not affected), posters and workshops, and the slots for interest groups and EAHL governance meetings;
7. Design of the Young Scholars workshop and the vision of the Young Scholars' interest group involvement in the design and realisation of the workshop;
8. Preliminary suggestions for keynote speakers, accounting for diversity;
9. Preliminary suggestions for subthemes;
10. Other events, such as the joint EAHL/EJHL session, book presentations and the social programme;
11. Suggestions for publications arising from the conference (see Section 4 above);
12. Preliminary budget, including expected income and expenditure, the proposed fee range,[2] sponsorship plans, keynote costs and how any loss would be covered, including in case of cancellation or postponement (annex);
13. Planning timetable, including the deadlines for abstracts, workshop proposals, notification of authors, early and late registration and publication of the programme, and the timing of assistance to delegates, including visa letters;
14. Measures for accessibility, safety (e.g., safe person plan) and inclusion, including fee reductions;
15. Arrangements for data protection;
16. Expected benefits for the host institution and for the EAHL;
17. Experience of the host and the organising committee in hosting similar events, both scientific and administrative.

8. The evaluation procedure

Criteria

The Board will evaluate the applications on the following criteria:

a) relevance of the conference topic for the promotion of health law research, teaching and practice throughout Europe, and alignment with the EAHL strategy;

[2] Information about the 10th EAHL conference, https://eahl2026.com/registration/
information about the 9th EAHL conference, https://fundamentalrights.wpia.uw.edu.pl/terms-conditions/

b) potential of the conference topic to attract health lawyers from all over Europe;
c) appropriateness of the proposed programme for scientific exchange and networking, including the proposal of keynote speakers, including space for interest groups and the EJHL;
d) quality of the Young Scholars workshop, in particular formats that go beyond paper presentation, such as mentoring by senior scholars and sessions on methodology and careers;
e) strength of the host institution and its cooperating partners, previous experience, and the capacity of the local organising committee;
f) administrative readiness (e.g., data protection, planning details);
g) attractiveness, accessibility and suitability of the venue;
h) affordability for participants;
i) soundness and realism of the budget and the financial guarantees;
j) any publication plans following the conference;
k) expected benefits for the host institution and for the EAHL.

Scoring

Each Board member eligible to participate in the selection procedure (i.e., Board members having a conflict of interest shall not take part in the selection procedure) scores each criterion on a scale from 1 to 7, where 7 is the highest, without knowledge of the scores of other Board members. All criteria carry equal weight. The average score of all evaluating Board members will be the basis for the Board's discussion towards setting the final score.

The scale is defined as follows: 7 excellent (fully meets the criterion, no weaknesses); 6 very good (strong, minor weaknesses only); 5 good (solid, some weaknesses); 4 adequate (meets the basic requirements of the call, clear room for improvement); 3 weak (partly meets the criterion, significant gaps); 2 poor (serious shortcomings); 1 very poor (not addressed, or information missing).

The final score is set on the basis of a discussion of the strengths and weaknesses of each application. The final score is based on the overall assessment, following a simple majority vote, and is not necessarily an automatic outcome of the scoring. If no application meets the threshold of 6 points as a final score, or if applications are such that the conference is considered unaffordable under criteria h) or i) above (i.e., scoring in these criteria assessed separately is 4 or below), the Board may decline applications and reopen the call.

The Board may ask applicants for clarification. Any such request will be made in writing, and all applicants will be given the same opportunity to respond.

Conflicts of interest

A Board member has a conflict of interest if they are employed by or hold a position at an applicant institution, are named in an application, or have another close professional or personal link to an applicant. Board members shall declare any conflict in writing before scoring and shall not take part in the host selection procedure. Declared conflicts are recorded in the minutes and disclosed to all applicants.

Decision and feedback

The Board will publish its decision on the EAHL website with a summary of its reasons. Each applicant will receive the final score of the proposal and written feedback on its application. The scores of individual Board members will not be disclosed.