



c.	Physiotherapy Committee Roles	HF	<p>All members to be assigned to &amp; actively contributing to a sub-committee / working party:</p> <ul style="list-style-type: none"> <li>- M'ship &amp; comm'n: BS, SK, MSh. This info correct.</li> <li>- R-T: MvK, JdJ; This info is correct. HF asked if they required additional support? JDJ advised it depends on local support. Leave it open, see if a new member would be able to assist. PC need to select people with appropriate skills for which subcommittee. JE suggested ordering subcommittees and asking coopted members choose and confirm when applying.</li> <li>- Sci &amp; Res: CD, HF, DMc; PC &amp; MSh for additional activities. This is correct. Melanie offered to assist additional committees if required.</li> <li>- Ed'n &amp; Prof Dev't: <ul style="list-style-type: none"> <li>• Ed'n Comm: MSI</li> <li>• Other: JdJ, MM, EB</li> </ul> </li> </ul> <p>JDJ no Chair, no clear projects. HF agreed. This subcommittee needs guidelines, clear link with education committee. MSI agreed, highlighted positive changes with links to education committee.</p> <p>- other?</p>			
d.	Membership & Communication sub-comm	BS, SK, MS	<p>- History of PT in ICS: as per Discussion Forum post 8.12.12: BS requested further committee input into; SK was to contact Jo L &amp; Jeanette H</p> <p>- Request from Jane Meijlink (ICS News Editor) for contribution to July edition of ICS News – contribution due 31<sup>st</sup> March. Need system in place for supply of contributions to avoid last minute stress</p> <p>SK confirmed that she has contacted Jo &amp; Janet and they had nothing to add to the history document. All comments online have been responded to.</p> <p>HF advised the committee on the items to be submitted to the PCC.</p> <p>BS asked who is writing the July edition news article? The deadline is March 31<sup>st</sup>. This is a good time to highlight the forthcoming roundtable in the newsletter. BS highlighted that she has written every single news article since the committee started writing articles.</p> <p>HF suggested that SK could draft? BS advised she would send template to BS. HF suggested the committee as a whole to help with information for SK to include.</p> <p>BS suggested we could look at including a clinical article as well- might be of interest to members.</p> <p>Action: BS to send newsletter template to SK</p>	<p>SK to draft Physio newsletter article</p> <p>BS to send SK draft template for news article</p> <p>Committee to email SK information for news article</p>	<p>SK</p> <p>BS</p> <p>All</p>	<p>31/3/13</p> <p>1/2/13</p> <p>28/2/13</p>

			<p>Action: Committee to send information to SK for news article- suggestions include book reviews, clinical information etc.</p> <p>Action: SK to draft newsletter article.</p> <p>BS suggested could get trainee member to write pieces. HF agreed could get colleagues to write articles.</p> <p>JE suggested highlighted trainee session in Barcelona- could advertise using flyer?</p> <p>- TOR</p>			
e.	Round-table (R-T) sub-comm	FH-E, JdJ, MvK	<p>- TOR: Protocol / guidelines for organising Roundtable. Needs to be agreed upon, in light of:</p> <ul style="list-style-type: none"> <li>• follow-up of emails, last comment on this received from JdJ, 7.12.12</li> <li>• discussion at recent Ed'n Comm in Chicago, concerns re scientific 'abstracts' being presented at R-T</li> <li>• additional discussion had by HF with Adrian Wagg, Mandy Wells and members of Education Comm in past week</li> </ul> <p>- program for Barcelona</p> <p>Proposed John Delancy for SOA lecture- invited but waiting for confirmation. KB is speaking at the roundtable on different ways of training pelvic floor- this will be more practical than in previous years.</p> <p>BS felt that this was quite different- not sure if she can see it? The group agreed that the roundtable used to be more practical, so going back to how it used to be.</p> <p>DM thought it was a good idea, we should try it this year. JDJ felt that John should be given ¾ hours to start the SOA, plan b would be a case study. CD thought it was a good idea, if we don't have young members then we need to ensure trainees are aware of the opportunities (to speak)- all agree.</p> <p>HF advised that it will not be the same workshop as before- swapping over etc.</p> <p>JDJ advised that we will have more information available in the next couple of weeks- this information will be made available to members online.</p> <p>Action: JDJ to update membership on roundtable programme.</p> <p>MS asked if they had allowed time for groups to come together? JDJ advised that they have- they have taken ½ hour from the end and put it at the front of the roundtable.</p> <p>HF asked if JDJ could email the committee a copy of the draft programme as it stands</p>	<p>JDJ to update membership on roundtable programme</p> <p>JDJ to send draft programme to committee</p>	<p>JDJ</p> <p>JDJ</p>	<p>1/5/13</p> <p>22/1/13</p>

			<p>at the moment?</p> <p>Action: JDJ to send draft programme to committee following the call.</p> <p>- Evaluation Form</p> <p>- naming of lecture: see Beijing minutes item 5b.</p> <p><b><i>Postscript; BS asked “do we want to name the round table state of the art lecture? Also How does the committee pick speakers for the round table”</i></b></p>			
f.	Scientific and Research	CD / DM / HF / PC / MS	<p>- TOR</p> <p>- Adherence Project: CD / DM / HF</p>			
g.	Education and Professional Development	JdJ, MM, liaison with MSI	<p>- f/u from Beijing activities:</p> <ul style="list-style-type: none"> <li>• JdJ report emailed post Beijing meeting – see Beijing minutes item 3g.</li> <li>• See item 4h.</li> <li>• Allied Health E-learning meeting held Mon 15<sup>th</sup> Oct: <ol style="list-style-type: none"> <li>1. See email from JE received 7.12.12</li> <li>2. Development of E-learning courses: <ul style="list-style-type: none"> <li>- see discussion forum item 11.1.13 HF &amp; JE</li> <li>- Workshop on developing MCQ: see email from Mandy Wells 12.12.12. Can we contribute to this?</li> </ul> </li> </ol> </li> </ul> <p>Committee agreed that it would be challenging to do this before the Barcelona meeting, HF suggested that we delay and discuss further. All members in support. MSL agreed it was too challenging to do at the moment.</p> <p>BS asked if we would be starting from scratch or if we could film a workshop at the meeting? JE advised either but the initial discussion was to do one from scratch.</p> <p>MSL asked which workshops being filmed?</p> <p>JE advised she would speak to Dom to confirm.</p> <p>Action: JE to contact DT to confirm which workshops being filmed?</p> <ul style="list-style-type: none"> <li>• Development of Intra- and postpartum working party: PC &amp; MS</li> </ul> <p>- Jan Ed Comm report from Chicago: BS / MSI</p> <p>HF confirmed that a multi-disciplinary working group on intra and postpartum had</p>	JE to contact DT to confirm which workshops being filmed	JE	1/3/13

			<p>been set up with the nursing committee- PC a member on group.</p> <p>PC confirmed she had been co-opted on to the group. There is no evidence that what midwives are doing helps with pelvic floor, pre or postpartum. This group came about as midwives know nothing about bladder care but the group needs direction on where it is going, what we should be doing and where we should be focusing. I think we need to focus on pre-partum care rather than post. The information will be presented by MS in Barcelona.</p> <p>HF asked what was the point of the working group? What is there aim? To produce a paper, course, meeting etc? PC advised that they were exploring evidence for guidelines. HF asked if this was to produce a document? MS advised yes and workshop. PC asked if we are doing a workshop, what do we need to do? HF thought that it was more voiding dysfunction? PC agreed it was supposed to be but aims and objectives not clear. JE advised she could assist the group with this. PC &amp; MS will discuss this further after the call and contact JE</p> <p>Action: PC &amp; MS to discuss Intra and Postpartum working group aims and advise JE.</p> <p>Action: JE to work with PC on aims document and upload to the forum for discussion.</p> <p>(MSL left call)</p> <p><b><i>Postscript BS asked "Seems we have completely dropped the level of education in Pelvic PT - I gave it to Els several years ago"</i></b></p> <p>- Workshop submissions:</p> <ul style="list-style-type: none"> <li>• Preparation for 1<sup>st</sup> Dec each year. Protocol required for timely and strategic submissions: <ul style="list-style-type: none"> <li>- BS suggested (8.12.12) blast email to all members to remind them of submission deadline</li> <li>- do we want Ed committee to co-ordinate committee / known submissions, to aim for more successful result?</li> </ul> </li> </ul> <p>MSL &amp; JDJ will need to meet following ed committee, how it links, less confusion between the committees. MSL confirmed Beth attended Chicago</p>	<p>PC &amp; MS to discuss Intra and Postpartum working group aims and advise JE.</p> <p>JE to work with PC on aims document and upload to the forum for discussion</p>	<p>PC/MS</p> <p>JE</p>	<p>1/3/13</p> <p>1/3/13</p>
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			<p>in her place. MSL confirmed reduction in workshop numbers 48 to 30. Highlighted we are only 10% of the society, so only get a percentage of workshops. BS more ways to get workshops accepted- not all assigned as conservative management, put under different title as they select from groups. MSL agree, that's why we need stronger links between committees, as we didn't know until we become involved. BS several times they accepted workshops on the condition that a PT is added. MSL one of the points that we have raised with the committee, need to ensure that all courses are multidisciplinary. MSL with the change in Chair in ed comm., it is now positive changes, you can see that changes are happening.</p> <p>HF highlighted that BS suggested in BS suggested blast emails to members reminding the submissions deadlines. HF suggested a strategy needs to be in place- to coordinate workshop applications. Ed subcomm to look at. MSL Concern that might be too controlling. PC felt that guidelines would assist rather than control. BS highlighted that the meeting highlighted core curriculum e.g. urodynamics. We have option to let them know what is a key topic of PTs.</p> <p>CD asked many nursing workshop accepted? BS 2 accepted, 1 is the joint workshop- basic Spanish speaking working, other catheters. CD for us there were 3? Yes.</p> <p>CD asked if we can send a letter to the Board and Trustees that we are disappointed in the reduction in workshops as percentagewise it is a lot less. BS highlighted that the joint workshop took up a big chunk of time, which reduced the workshops that we could have.</p> <p>PD are we not going to be able to attend the roundtable sessions- that's where locals attend rather than the full meeting. Need to ensure you plan for your audience. MSL will look into the accepted workshops list and confirm where the pts stand before we send a letter out.</p> <p>HF back to the discussion on the guidelines is not to control but just to provided clarity of what the committee want, what is required, what opportunities there are etc. Want to avoid last minute plans. MSL suggested discussion in Barcelona.</p> <p>Next call 6 weeks before Beijing.</p> <p><b><i>Postscript; BS asked "for add on workshops we had discussed having a list of PT resources and / or a standard slide presentation - to be modified by the individual</i></b></p>			
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	PT Competency Profile	EB	MSh / EB to provide an update – see Beijing minutes item 4 hiii			
h.	PT Representation on ICS Committees:					
	i. Board of Trustees	HF	Liaison with Katherine Moore			
	ii. Scientific	HF	<p>- Kari was invited by local Barcelona committee to join 2013 Sci Committee</p> <p>- Call for nominations for PT member of Sci Comm – nominations closes 1<sup>st</sup> April. Wendy Bower &amp; MM expressed interest</p>			
	iii. Education	MSI	- Jan Ed Comm report from Chicago: BS / MSI			
	iv Ethics	HF	- Call for nominations closes 1 <sup>st</sup> April. CD & DM expressed interest.			

	v Fistula	EB / HF	- EB to submit document to Discussion Forum – see Beijing minutes item 4i.v			
	vi Standardisation	HF	- Call for PT nomination for this committee; nominations close 1 <sup>st</sup> April. Expressions of interest?			
i.	Financial: budget requests	HF / JE	- no ICS allowance for additional night accommodation as meeting will be on Monday / Tuesday - 2 teleconferences per year + ASM			
J	Other	MSH	ICS Lifetime Achievement Award: see Beijing minutes item 5a & 5 e.iii re proposal to nominate Kari – deadline? JE advised lifetime closes 1 <sup>st</sup> December, not offering one this year, look at next year. Could apply now if easier.  HF asked Committee to send any un-discussed items to JE to add to email  Action: JE to email committee to request additional information.	JE to email committee to request additional information.	JE	23/1/13
<b>4.</b>	<b>New Business / Future Planning</b>					
<b>5.</b>	<b>Next meeting: 2013</b>	HF	- 6 weeks before Barcelona meeting - Barcelona: Mon 26 Aug or Tues 27 Aug?			