



**ICS Physiotherapy Committee meeting minutes**

**Tuesday 28th August 2018,**

**Venue: Pennsylvania Convention Center (PCC)**

**Room: Meeting Room 3**

**Time: 11:00-13:00**

**Known Attending:** Doreen McClurg (Chair), Cristiane Carboni, Adelia Lucio, Petra Voorham-van der Zalm, Rhonda Kotarinos, Heather Moky, Nelly Faghani,

**Known Apologies:** Gill Brook, Gustavo Latorre, Paula Iguialada-Martinez, Peter Meyers, Melanie Morin

**Also in attendance:** Avicia Burchill, Cristina Naranjo Ortiz, Jenniffer Voelkl

1. Welcome to new committee members - Jenniffer Voelkl and Gustavo Latorre  
DM explained that Gustavo could not attend this meeting and the other apologies were because of clashing workshops and other committees.
2. Approval of Florence meeting and April teleconference minutes  
25<sup>th</sup> April – no comments  
NF proposed & CC seconded. All in favour to accept minutes  
12<sup>th</sup> Sept – no comments  
All in favour to accept minutes
3. Terms of Office  
Gill Brooks was co-opted and would be stepping down anyway now that the project finished. Peter Meyers and Melanie Morin stepping down in Philadelphia. Cristina Naranjo Ortiz stepping down in 2019. DM noted that we would normally call for this position but we need to reduce the committee numbers to 10 people, so we will not call for any new members this year. However CN she will still be a board member representative so will remain on the board. Nelly Faghani – 1st term completed and she confirmed she wished to stand for a second term. Jenniffer Voelkl and Gustavo Latorre term starts on Thursday, runs until 2021. HM explained that she has a card for Peter and it was agreed to leave at booth for all to sign and the office would send on to him with his certificate. PV asked if she update Peter on the meeting discussion and it was agreed this was absolutely fine.
4. Terms of Reference  
DM need to be proactive to work on keeping members involved of new research. CN said that the board need people to be active and attend the meeting. DM Gustavo needs to attend the calls but it was late notice for him to come to the meeting. HM would like us to do more teleconferences throughout the year. DM agreed but its difficult to for time zones but maybe solution would be to have them more often. It was agreed to try for once a month with pre set the dates and rotate times of day.  
ACTION POINT: DM to send office dates to get teleconferences set up



ACTION POINT: Change Round table subcommittee to Forum on website.

ACTION POINT: Check website as forum under membership sub-committee

DM asked the committee whether they were happy with their sub committees. The following was agreed.

Jennifer – to Education

Gustavo – to communication

Remove Peter from sub committees

Scientific – add AL

Forum – PV/NF/RK & HM

ACTION POINT: Update sub-committee positions as per minutes

Educational & Professional Development	RK/HM/AL/JV
Membership and Communication	RK/CC/GL
Round Table	PV/HM/NF/RK
Scientific and Research	MM/DM/PI/AL

5. Physio Forum review and plans for 2019

A brief discussion was held over the confusion of the disclosure requirements for CME and how forum speakers were asked for slides when they were not preparing them. AB apologised for the confusion and explained that it was Kenes handling it, not the office and this is only very complicated when in the US/Canada for their CME requirements.

PV confirmed she was happy to continue next year.

DM had feedback that maybe we could change the forum slightly – maybe not have too many workshops and have something different – like hot topic or to have a debate. Also In Scandinavia it may not be needed to have so many basic workshops. A discussion was held and it was suggested to have maybe 3 hot topics with a small number of people with too many you lose the effectiveness of the discussion.

PV thought the idea was good and also had feedback that some of the talks were too long. It would be good to have more time for state of the art lectures. DM suggested that maybe tell the forum tomorrow and ask them about what they consider hot topics to include. HM asked whether you could use the post meeting survey to get hot topics. The smaller round tables are good for people to mix and intermingle. PV also felt that maybe we need to change the “workshop” names to avoid confusion with other “educational/paid workshops”

AB reminded the committee to think about the networking and also checked the price was still OK. A discussion was held about the timing of the talks.

6. How to progress with Educational Module

DM explained the background with the paper. The external reviewers have had a look and the feedback. They asked why are we publishing as paper. We are publishing to stop the other publication. DM asked the committee - Do we move forward as a module and



how do we progress. A discussion was held about the process for module. Also is it a module or just paper. DM felt that the content was too broad. DM I thought it was a module – lift and deliver as a module for basic pelvic floor assessment. Then you need the tri part. HM have to make the video from. AL feels that the publication is important to complete. PV there needs to be more uniformity. DM need to look at the evidence. It was agree that DM will look at the review and then develop the slides. It could be that there are several slide sets to complete the set. Different basic/advance and address countries that don't allow internal. HM felt that is second level. DM maybe take a step back as its not ready but then have to focus on it. Maybe to split it – and need feedback from those are in education not just research. Rhonda – entered the meeting.

#### 7. Progression with Rebekah Das's survey

DM its really good and it will make a good paper. DM & PI to work on this paper.

**ACTION POINT:** Send SOP for Rebekah's survey to be made into a paper.

#### 8. Proposal on any research activities

Petra – Jenny Kruger have a proposal. The 1<sup>st</sup> May deadline was noted.

#### 9. ICS PT School

A discussion was held about the Institute and CC will await the Friday meeting and give feedback. AB explained the widgets and how the website could be easily expanded already with link to existing research and documents/videos.

#### 10. AOB

SOWH application for the recognition of their courses was discussion. It was agreed to put on the applications on the forum.

**ACTION POINT:** Office to put the SOWH application for course recognition onto the forum.

**ACTION POINT:** Send recognise course to NF