



## Children and Young Adults Committee Minutes

Tuesday 28th August 2018,

Venue: Pennsylvania Convention Center (PCC)

Room: Meeting Room 2

Time: 07.30-08.30

**Chair:** Giovanni Mosiello

**Members:** Ashani Couchman, Nelly Faghani, Mario Patricolo, Jennifer Sihoe

**Apologies:** Rien Nijman, Stuart Bauer, Kwang Myung Kim, Selcuk Yucel, Jian Guo Wen, Giuseppe Masnata

**Also in Attendance:** Jenny Ellis, Marcus Drake

**1. Committee picture to be taken**

GM welcomed everyone to the meeting.

**2. Welcome to new members- Giuseppe Masnata and Jennifer Sihoe**

GM welcomed the two new members, Giuseppe Masnata and Jennifer Sihoe, to the committee. Giuseppe Masnata sent his apologies.

**3. Approval Florence minutes (attached)**

NF first and AC seconded minutes. The Florence minutes are therefore approved.

**4. Committee Terms of Office (attached)**

-Giovanni stepping down in Gothenburg. Applications open for this elected position. JE will email the process information and form over when available.

**Action: Office to email Committee members to confirm the elected position application process.**

GM felt that there was a big difference in Chairs, when he took over, which took time to address. GM would therefore like to ensure that there is a smooth transition this time. He will ensure that there is a full handover between Chairs in Gothenburg.

- Selcuk Yucel and Kwang Myung Kim stepping down in Gothenburg. These positions will be called for after the Philadelphia meeting. MP requires, in order to complete document on continence in children with special needs, to maintain his position inside the committee for



1 year more. The committee members on this basis approve to present this request to the BOT.

**Action : GM to request one year extension for MP at the Trustee-Chair meeting.**

- Nelly Faghani 1st term ends in Gothenburg, needs to confirm if standing for a second term. NF discussed her contribution to the committee and wasn't sure if she should stand again. MP felt that having a physiotherapist was an integral part of the committee. JE highlighted that NF doesn't need to make a decision today, she can think about it. GM agreed and invited NF to remain.

**Action: JE to contact NF regarding renewing her terms of office, for a second term.**

GM welcomed the new members. GM invited all members to present new ideas and projects, if there is a project that you are interested in then please suggest this.

- Giuseppe Masnata and Jennifer Sihoe term officially starts on Thursday, runs until 2021.

#### 5. **Committee Terms of Reference (attached)**

JE highlighted that the BOT implemented, 10 person maximum rule, has been added to the TOR. JE will add the current TOR to the committee forum for review.

**Action: JE to add the committee TOR to the committee discussion form for further discussion.**

#### 6. **Update on committee actions since Florence**

- ICCS

GM reports that the relationship with ICCS is very good: a joint course will be held in the next September, a book with authors of ICS and ICCS has been recently published. GM feels that part of this good relationship are related to his idea to involve an ICCS member inside CYAC, as a co-opted member. GM would like to keep an ICCS co-opted position on the committee in the future. We currently have Stuart as this delegated person. Group discussed ICCS co-opted position and all agreed that having a rep strengthens relations between the two organisations.

MP stated that ICCS have published a lot of SSC/guidelines. We need to work in parallel and not duplicate work. MD agreed, the committee need to work on separate projects as well as the joint projects. GM agreed, it is important to remember that ICCS has competence for pediatric. While ICS has adolescents and Young adults, as well as transition. Of course we must work together on projects and best practice recommendations, etc.



**Action:** Committee need to ensure that they work in parallel with ICCS on relevant joint projects.

AC felt that the transition project needs to have both groups working on it. All agreed that we need to work together on this project.

**Action:** Committee to work with ICCS on transition project.

MP thinks we need to clarify the roles between the two groups. GM confirmed that the BOT have approved an ICCS project for a book on transitional care of continence and that we have to start this project. MD stated that the committee need action and to show outcomes from projects.

Group discussed the transition project, the similarities with a published ICCS document, planned ICS outcomes and whether this should proceed. MD felt that the topic 'how to handle adult transitional urology' would be useful. MD felt a document would be preferable to a book monography, this kind of book takes a lot of time to produce and has minimal impact.

GM agreed with MD, because a book could take a long time to produce, but if the editorial project will be focused on a practical handbook this will require a reduced time to produce. We need something for transitional urologists to use. It varies country to country, so we would need to consider this. The aim of this book will be to offer to HCP, not expert of transitional care, a practical instrument for daily working activity, and will be produced jointly with ICCS.

AC felt that the first project the committee should focus on was the transitional care document. MD felt that the committee need to do so quickly. The majority of people who see these patients are urologists, not transitional care specialists. MD suggested a 2000-word document, like the current supplement. You can easily read and digest this in 20 minutes. These types of document are a stepping stone. GM will have a meeting with SB in the next days and will discuss with him how to proceed.

**Action:** Transitional urology document to be created in conjunction with ICCS.

GM advised that he would discuss again with BOT and ICCS regarding the book project, approved previously by ICS BOT then by the ICCS board. The Committee will discuss the paper following the meeting in Philadelphia.

## 7. Paper on CIC

GM highlighted that we need to quickly produce the paper on CIC best practice it will focus on stoma, tips and tricks, special needs , adolescents ,etc



GM advised that he would like to have a 2<sup>nd</sup> meeting tomorrow, 2-3pm in the committee quiet room.

GM stated that we have to respect previous decisions, so we need to produce the document on CIC before. We need to define the documents structure and subgroups for both, but considering a fast track for CIC.

**Action: Committee members to attend 2<sup>nd</sup> meeting on Wednesday 29th August 2018, 2-3pm, committee quiet room.**

**Action: GM to provide an update to the office following the 2<sup>nd</sup> face to face meeting in Philadelphia**

**Action: Committee need to define CIC and transitional care project and assign sub groups**

## 8. Fellowships

GM confirmed that we also have the Coloplast funding for the fellowships. We would like to start this project as soon as possible; the host papers have been drafted and sent to the office. A news article will need to be produced in conjunction with the office, in order to announce officially the call.

**Action: GM to work with office on fellowship launch – news article wording etc.**

MP questioned whether we could use the fellows to produce the document? JE highlight the previous committee discussion – we need to focus on recruiting the host institutions first. Group discussed the number of hosts required – all thought having 2-3 centers would be good initially and we can build on this going forward.

MP advised that in the USA, UAE, you can't touch patients until you are board certified. Group discussed the merits of hands on or observing fellowships.

MD thought that the committee should define their scope and then choose the centers. It's an honor to host a fellowship. We need to ensure that we use an external review panel to ensure transparency of host applications. GM could discuss this with the Board. GM felt that we need to have a committee member on the review panel. No objections from the committee members to this suggestion.

GM confirmed that we are close to starting the host recruitment, some concerns were raised regarding the host center application form, but this has been re-reviewed and it is



fine for our requirements. The centers will focus on different areas, that will offer a range for fellows to choose from, based on their need.

**Action:** Committee will start the fellowship project soon, according to the defined scope of the fellowship and host centres selection criteria, discussed in the past months.

**Action:** GM to look into possible review panel members for the fellowship host centers.

## 9. AOB

GM advised that he would like to have one or two workshops at the Gothenburg annual meeting.

**Action:** Committee to work on one to two workshop proposals for Gothenburg.

Also, if there are any courses taking place locally GM would like committee members to speak – we need to maintain our presence. MP would like to host a course in Abu Dhabi. JE advised that if any member is speaking on behalf of ICS then you need to submit an application via the Education Committee.

**Action:** JE to provide the committee with the Education Course application form.

No further points raised, GM thanked everyone for attending the meeting.

**ENDS**



## Children and Young Adults Committee Agenda

Tuesday 28th August 2018,

Venue: Pennsylvania Convention Center (PCC)

Room: Meeting Room 1

Time: 07.30-08.30

**Chair:** Giovanni Mosiello

**Members:** Ashani Couchman, Nelly Faghani, Jian Guo Wen, Mario Patricolo, Giuseppe Masnata, Jennifer Sihoe

**Apologies:** Rien Nijman, Stuart Bauer, Kwang Myung Kim, Selcuk Yucel,

**Also in Attendance:** Jenny Ellis, Myung-Soo Choo,

1. Committee picture to be taken
2. Welcome to new members- Giuseppe Masnata and Jennifer Sihoe
3. Approval Florence minutes (attached)
4. Committee Terms of Office (attached)

-Giovanni stepping down in Gothenburg. Applications open for this elected position.

- Selcuk Yucel and Kwang Myung Kim stepping down in Gothenburg

- Nelly Faghani 1st term ends in Gothenburg, needs to confirm if standing for a second term

- Giuseppe Masnata and Jennifer Sihoe term starts on Thursday, runs until 2021.

5. Committee Terms of Reference (attached)
6. Update on committee actions since Florence
7. Intermittent catheterisation document discussion
8. Fellowships
9. AOB

## Children and Young Adults Committee Minutes

Wednesday 13th September 2017,

Venue: Fortezza da Basso

Room: n4 Palazzina Lorenese

Time: 07:30-08:30

**Chair:** Giovanni Mosiello

**Members:** Jian Guo Wen, Selcuk Yucel , Pallavi Latthe, Nelly Faghani

**Apologies:** Mario Patricolo, Rien Nijman, Ashani Couchman, Stuart Bauer, June Rogers, Eliane Fonseca, Kwang Kim,

**Also in Attendance:** Myung-Soo Choo, Jenny Ellis

1. **Committee picture to be taken**

The committee picture was taken and is available on the ICS website.

2. **Approval Tokyo minutes (attached)**

1<sup>st</sup> NF, 2<sup>nd</sup> PL.

3. **Committee Terms of Office (attached)**

GM confirmed 3 new positions would need to be advertised- 1 nurse, 1 gynaecologist and 1 any discipline.

**Action:** Office to advertise 3 positions- 1 nurse, 1 gynaecologist and 1 any discipline.

GM welcomed new members joining the committee.

GM advised that RN joining the committee, will strengthen links between ICS-ICI and EAU, which ICS and the committee are keen to do.

SB has been co-opted to work on joint ICS-ICCS projects. The committee are currently working on a joint book project. All of the committee will be involved in this project. The book will include adults and paediatrics sections. The aim is to complete the book by 2019.

GM thanked PL, JR and EF for their hard work on the committee. All 3 will be stepping down in Florence.

**4. Committee Terms of Reference (attached)**

No changes required to the TOR.

**5. ICS Institute**

GM advised that we will have a school of paediatrics under the ICS institute. The committee will be represented by JW, who will be the director of this school and will work with the committee on projects.

**6. Update on committee actions since Tokyo**

Discussed under point 7.

**7. New projects**

GM is pleased to announce that the Wellspect grant has been confirmed and signed between the 2 organisations. We have received €20,000 over 2 years. The project is to create a best practice consensus statement for neurogenic bladder and bowel management. 2 documents will be created on this topic.

This will be a joint project between the childrens, neuro-urology and education committee. GM confirmed that we might need a nurse/PT to be involved in the project.

**Action: GM to contact the nursing and physiotherapy committee if they need additional assistance with the consensus document.**

The committee reviewed the Wellspect agreement document.

GM confirmed that the funding will also include fellowships. 1 will be at GM's workplace, others will be agreed going forward. The fellow will be trained using the document to test its functionality.

PL asked how the committee will be involved? GM confirmed that €10,000 was for the committee work e.g. literature searches, systematic reviews etc. GM advised that to save costs we may use fellows to do these searches, this would be cheaper and also provide author opportunities for fellows. Regarding committee involvement, GM suggested the project be split into tasks that can be split between members.

JE highlighted the working group process. SSC working groups have a maximum of 18 people, JE suggested this should be the maximum number of people on a group. JE suggested the GM speak to Bernard Haylen, SSC Chair, for further information.

**Action: GM to contact BH if he would like any information on the ICS working group standard operating procedure.**



**2018;**

> Workshop on urology urotherapy- Philadelphia 2018.

> Bladder and bowel dysfunction, children to adulthood course- 27<sup>th</sup> September 2018. GM advised that he would submit a request to the education committee for approval.

**Action: GM to contact Education committee regarding proposed September course.**

> Book on urodynamics- this should be completed in 2018.

>Transitional care book- with SB, will be starting soon.

>Pending actions- see below.

- I. Committee to publish the Urodynamics book for the next spring (2016)- **planned for 2018**
- II. JW to define the Best Practice project
- III. Committee to define a summary of the transitional care book- **starting in 2017**
- IV. Committee to find members to work on the transitional care book project with a deadline of 2017/2018- **starting 2017.**
- V. Proposed paper on incontinence in older girls or Sexual function & incontinence. Committee need opinion from ICS and ICCS members and can then proceed with BOIT approval.
- VI. Committee to draft an outline for the transitional care book- **starting in 2017**
- VII. Committee to poll members of ICS & ICCS regarding the outline of the transitional care book- **starting in 2017**
- VIII. MP and JR will publish with the help of CYAC a paper for next summer on children with learning disabilities
- IX. Committee to define a summary of the transitional care book- **starting in 2017**
- X. Board to approve a working group on Children and Young adults NeuroUrology (in cooperation between CYAC and Neurourology committees)
- XI. Action: MC/NF will present a project on pelvic pain while SY on Botox on sphincter- **Cancelled**
- XII. Action: KK to provide some suggestions to GM. Other members are invited to present proposal
- XIII. GM would like the committees input on whether to continue with all of these? GM thinks we can produce the documents in 6 months- thoughts?

SY stated that he tried Botox on sphincter last year and found it didn't work. Therefore we could drop this project. Group discussed and felt reporting what didn't work was as important as reporting what did work. Following further discussion it was agreed that this would be cancelled.

**Action:** Remove action: MC/NF will present a project on pelvic pain while SY on Botox on sphincter

JW is interested in the best practice in urodynamics document. NF thought pelvic pain and PT would be a good topic- a best practice document. But NF had reservations on leading a project, due to limited experience. GM suggested that she partner up with an experienced PT. JE suggested Beth Shelly.

**Action:** Office to put NF and Beth Shelly in touch to discuss possible pelvic pain and PT project.

Group discussed due to limited time at the meeting to have a call in October.

**Action:** Office to arrange a conference call in October.

JW advised he was interested in hosting a course- JE advised this could be submitted via the education committee with GM's application.

PL felt it was important for the committee to signpost to relevant documents of interest e.g. Britspike document. This is useful for clinicians on how to manage cysts in children. JE suggested we could include a link on the committee documents page.

**Action:** PL to email links to relevant documents of interest e.g. Britspike document. For the office to add to the committee webpage.

GM thanked everyone for attending.

*Postscript note: Giovanni confirmed the pending actions for the committee are:*

- *Book on transitional care with ICCS , 2017-2019*
- *Urotherapy document*
- *Publication of documents on CIC and channel*
- *Document on transitional care of surgical patients*
- *Urodynamic documents*

**ENDS**

**Children's Committee Terms of office**

Member	Role	Term Start	Term End	Term Yrs	Elected	Term details	Additional Information
Giovanni Mosiello	Chair	29-Aug-13	05-Sep-19	6	Y	6 year term will finish is 2019 - CANNOT RENEW	
Jian Guo Wen	Committee Member- Paediatric urologist	18-Oct-12	30-Aug-18	6	N	6 year term will finish is 2018- CANNOT RENEW	
Mario Patricolo	Committee Member- Paediatric urologist	18-Oct-12	30-Aug-18	6	N	6 year term will finish is 2018- CANNOT RENEW	
Selcuk Yucel	Committee Member	29-Aug-13	05-Sep-19	6	N	6 year term will finish in 2019- CANNOT renew	
Kwang Myung Kim	Committee Member	29-Aug-13	05-Sep-19	6	N	6 year term will finish in 2019- CANNOT renew	
Nelly Faghani	Committee Member	16-Sep-16	05-Sep-19	3	N	3 year term will finish in 2019- can renew	
Stuart Bauer	Co-opted member	23-Oct-14	28-Aug-20	6	N	Co-opted position	
Ashani Couchman	Committee Member	14-Sep-17	28-Aug-20	3	N	3 year term will finish in 2020- can renew	
Rien Nijman	Committee Member	14-Sep-17	28-Aug-20	3	N	3 year term will finish in 2020- can renew	
Giuseppe Masnata	Committee Member	30-Aug-18	14-Oct-21	3	Y	3 year term will finish in 2021- can renew	
Jennifer Sihoe	Committee Member	30-Aug-18	14-Oct-21	3	Y	3 year term will finish in 2021- can renew	
Marcus Drake	Ex-officio	14-Sep-17	28-Aug-20	3	N	Ex-officio	

Quorate No=4.

Committee number =8

**Nominations 2018**

Giovanni stepping down in Gothenburg. Applications open for this elected position.

Selcuk Yucel and Kwang Myung Kim stepping down in Gothenburg

Nelly Faghani 1st term ends in Gothenburg, needs to confirm if standing for a second term

## ICS Children and Young Adults Committee Terms of reference

1. **PURPOSE:** The ICS Children and Young Adults Committee is responsible for supervising workshops and sessions at the annual ICS meeting relating to continence in children, adolescents and young adults. The specific action of the Committee is focused on transitional from pediatric age to adult service for continence care in order to produce guidelines, standards of terminology between children and adults, working with International Children’s Continence Society but with a specific role for transitional needs.
  
2. **FUNCTIONS:**
  - monitoring and meeting the needs of members for educational updates, topic reviews, and clinical mentoring;
  - promoting research initiatives that bridge the child-adult interface;
  - Actively seeking to work together with International Children’s Continence Society to promote high quality care for children and young adults with bladder and bowel dysfunction who are seen by ICS members.
  
3. **RESPONSIBLE TO:** ICS Board of Trustees and ICS General Secretary
  
4. **COMPOSITION:**

Total Members	Method of Appointment	Name	Term of Office
ICS General Secretary	Ex officio	<a href="#">See Membership Page</a>	3 years
Chair:	Elected. A member must sign his/her agreement to stand. This nomination is signed by nominator and seconder, all being current ICS members. The nominee for Chair would be a current or recent member (past 5 years) of the Children’s Committee. If no one is nominated the ICS Nominations committee may suggest a suitable candidate. Nominations received by 1st March for current members all other applications by 1 <sup>st</sup> April. Voting regulations as stated.		Term of office: 3 years, renewable once by Chair/committee approval. Further terms could be approved in exceptional circumstances and by referral to the ICS Trustees.
Membership	All members of ICS committees must be active ICS members (paid for current membership year) (By-law 2.3.2)		3 years, renewable once by Chair/committee approval. Further

		terms could be approved in exceptional circumstances and by referral to the ICS Trustees. <u>The committee will have a maximum of 10 people.</u>
Subcommittees (if any)		
Updated <u>August 2018</u>		

- 5. MEETINGS:** One face-to-face meeting during the Annual Scientific meeting; other deliberations normally by email.
- 6. QUORUM:** One third of committee membership plus one. For example, a committee of ten will have a quorum of four members.
- 7. MINUTES:** Minutes are recorded at each meeting and posted on the ICS and CPC website in accordance to 2009 ICS Bylaw 6.1-6.4). Extract from the 2009 ICS Bylaws:

**8. REPORTING & ROLES:**

The Chair of each committee is required to prepare an annual report to the Board of Trustees outlining achieved goals/budget requests and future objectives and strategies. The Chair is also required to be present at the Annual General Meeting should the membership have any questions over committee activities.

The committee Chair is also responsible for submitting an interim report to the Board of Trustees' mid term meeting. The date that this report will be required will be given in advance each year.

For Terms of Office Information please see [Membership Page](#)