



ICS Standardisation Committee meeting Agenda

Tuesday 3rd September 2019,

Venue: Swedish Exhibition & Congress Centre

Room: Tuesday 3rd September

Time: 08:00-10:00

Known Attending: Bernard Haylen (Chair), Roger Dmochowski, Alexis Schizas, Jacqueline Cahill, Rizwan Hamid, Giovanni Mosiello, Joan Melendez,

Known Apologies: Sarah Haag, Elizabeth R Shelly, Hashim Hashim, Matthias Oelke, Marcio Augusto Averbek, Melanie Morin, Donna Zimmaro Bliss, Lauri Romanzi

Also in Attendance: Jenny Ellis, Alex Digesu, Sajjad Rahnema'I, Renard de Tayrac, Helena Frawley, Luis Miguel Abranches-Monteiro, Stergios Doumouchtsis, Suzy Elneil, Salma Kayani, Ervin Kocjancic

1. Committee picture to be taken
2. Stepping down in Gothenburg- Beth Shelly
3. Welcome to new members – Joan Melendez and Giovanni Mosiello
4. Approval of Philadelphia meeting minutes (Attached)
5. Terms of office (Attached)
6. Terms of Reference (Attached)
7. Reminder SOP process
8. Highlights of 2019 (as per Board Report) with ICS Glossary Video.
9. Terminology discussions: How these might work and give feed back to the SSC and the process required. Also, increasing marketing for ICS terms - *Sajjad Rahnema'I to join*
10. Any other projects for 2019/20- discussion
 - Nursing topic ? Terminology for Nursing Management of LUT/PF Dysfunction
 - Other
11. AOB
12. 09.00-10.00 Working Group Chair will attend and provide an update - *Helena Frawley*



Melanie Morin, Luis Miguel Abranches-Monteiro, Lauri Romanzi, Suzy Elnel, Salma Kayani, Stergios Doumouchtsis, Ervin Kocjanic, Renard de Tayrac to join meeting

Individual working group meetings:

Day & Time	Working Group	Additional Information
Tuesday 3 rd September, 10.30-12.30	ICS Report on the laparoscopic visible pelvic anatomy SSCWG19	Meeting Room 1 (R22+R23).
Tuesday 3 rd September, 13.30-15.30	Pelvic Floor muscle function and dysfunction working group, SSCWG16	R11+R12
Tuesday 3 rd September, 13.30-15.30	ICS-IUGA Joint Report on the Terminology for Female Pelvic Floor Fistulae in collaboration with AUGS SSCWG18	Meeting room 1
Tuesday 3 rd September, 14.30-14.30	Nursing Committee Meeting	Meeting room 3
Wednesday 4 th September at 15:00-17:00	Surgical management of male LUT dysfunction (SSCWG17)	Meeting room 3
Thursday 5 th September, 08.00-09.00	ICS Report on the Terminology for Sexual Health in Men with Lower Urinary Tract and Pelvic Floor Dysfunction SSCWG22	Meeting room 3
Thursday 5 th September, 11.00-13.00	ICS- IUGA Joint Report on the Terminology for Female Obstetric Trauma in collaboration with AUGS	Meeting room 3



	SSCWG20	
Thursday 5 th September, 13:00-14:30	Male anorectal dysfunction working group (SSCWG14)	Meeting room 3 (R26)

SSC Terms of Office

Member	Role	Term Start	Term End	Term Yrs	Elected	Term details
Bernard T Haylen	Chair	05-Sep-19	08-Sep-22	6	Y	6 year term will finish in 2022- CANNOT STAND AGAIN
Beth Shelley	Committee Member	29-Aug-13	05-Sep-19	6	N	6 year term will finish is 2019- CANNOT RENEW
Rizwan Hamid	Committee Member	23-Oct-14	28-Aug-20	3	N	6 year term will finish is 2020- CANNOT renew
Jacky Cahill	Committee Member	14-Sep-17	28-Aug-20	3	N	3 year term will finish in 2020- can renew
Alexis Schizas	Committee Member	08-Oct-15	14-Oct-21	6	N	6 year term will finish in 2021- CANNOT renew
Roger Dmochowski	Committee Member	30-Aug-18	14-Oct-21	3	Y	3 year term will finish in 2021- can renew
Marcio Averbeck	Committee Member	30-Aug-18	14-Oct-21	3	Y	3 year term will finish in 2021- can renew
Matthias Oelke	Committee Member	30-Aug-18	14-Oct-21	3	Y	3 year term will finish in 2021- can renew
Donna Bliss	Committee Member	30-Aug-18	14-Oct-21	3	Y	3 year term will finish in 2021- can renew
Giovanni Mosiello	Committee Member	05-Sep-19	08-Sep-22	3	N	3 year term will finish in 2022- can renew
Joan Melendez	Committee Member	05-Sep-19	08-Sep-22	3	N	3 year term will finish in 2022- can renew
Sarah Haag	Co-Opted Member	05-Sep-19	08-Sep-22	3	N	Co-opted
Alex Digesu	Ex-officio	17-Oct-16	05/09/2019	3	N	Ex-officio

Quorate No=4

Committee number = 9

Nominations 2019

Stepping down in Gothenburg: Beth Shelley

Stepping down in Las Vegas: Rizwan Hamis

Renewal confirmation: Jacky Cahill

Starting 2019: Giovanni Mosiello, Joan Melendez

Key	
Colour	Meaning
	Stepping down in Gothenburg
	Stepping down in Las Vegas
	Elect position- will need to re-apply
	Will need to confirm if renewing/ positions will need to be advertised after Gothenburg
	New member/position
	No action

ICS Standardisation Steering Committee Terms of Reference

1. PURPOSE:

The Standardisation Steering Committee establishes terminology and methodology in the International Continence Society's areas of activity, to underpin professional standards of clinical management and research

2. FUNCTIONS:

- Working to develop and support a programme of development of professional Standardisation documents relating to terminology, diagnostics, clinical management and research in the areas of activity of the ICS
- Undertaking timely revision of Standardisation documents to ensure they retain contemporaneous relevance, assimilating feedback from all stakeholders
- Promoting adherence to Standardisation document recommendations in professional practice of all clinicians and allied professionals working in ICS areas of activity
- Providing regular information on SSC activity to the ICS membership
- Supporting infrastructure for reciprocal and responsive dialogue between the SSC and the ICS membership
- Developing and maintaining a high-quality SSC microsite on the ICSOffice.org website
- Providing advice to the ICS Trustees in relation to policy issues that relate to the SSC activities
- Developing effective working relationships with other ICS Committees and allied organisations outside the ICS

3. RESPONSIBLE TO: ICS Board of Trustees and ICS General Secretary

4. COMPOSITION:

Total Members	Method of Appointment	Name	Term of Office
General Secretary	Ex officio	See Membership Page	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 Standardisation Steering 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 1st April. Voting regulations as stated.	See Membership Page	Term of office: 3 years, renewable once by formal election
Membership	All members of ICS committees must be active ICS members (paid for current	See Membership Page	3 years, renewable once by

	membership year) (By-law 2.3.2) and have completed a disclosure form.		Chair/committee approval. Further terms could be approved in exceptional circumstances and by referral to the ICS Trustees. The committee will have a maximum of 10 people.
Subcommittees (if any)	The SSC will establish <i>ad hoc</i> Working Groups, comprising a Chair and multidisciplinary expert panel, to derive professional consensus in areas of priority identified by the Committee	See Membership Page	Up to 3 years, subject to satisfactory progress as deemed by the SSC
Updated August 2018			

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).
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 the [Membership Page](#)

ICS Standardisation Steering Committee update 2019

Members: Bernie Haylen (Chair), Marcio Averbeck, Donna Bliss, Jacqueline Cahill, Alex Digesu (ex-officio), Roger Dmochowski, Sarah Haag (co-opted), Rizwan Hamid, Matthias Oelke, Alex Schizas, Elizabeth Shelly.

New Members in Gothenburg: Joan Melendez and Giovanni Mosiello

Members Stepping Down in Gothenburg: Elizabeth Shelley

ICS Office Support: Jenny Ellis. Assisting: Tracy Griffin, Leah Collis, Dan Snowdon.

Recent Meetings: Multiple Working Group teleconferences; no SSC Meetings; different email polls to SSC members.

Gothenburg Activities: (i) SSC Meeting; (ii) ? 6 Working Group Meetings; (iii) Standardization Update Session (Thurs am).

Recent Highlights in 2019

- **ICS Glossary:** An online collation of 1124 terms/descriptors from all ICS documents back to 2000. This works well on mobile handsets. Features include: (i) access to all recent and past references for each term; (ii) instant copying of each reference; (iii) instant download of all reference documents; (iv) instant contribution to more extensive feedback via ICS Terminology Discussion (below); (v) instant short feedback to ICS Office. This provides the ultimate facility for terminology accessibility, exclusive to ICS.
- **Rebranding of ICS Wiki as ICS Terminology Discussion:** With the online access provided by the Glossary, ICS terminology feedback has been directed through the Glossary portal as ICS Terminology Discussion. This is under the leadership of Sajjad Rahnema'i and Sarah Haag.
- **Terminology for Male LUT/PF Dysfunction (D'Ancona, Haylen et al):** This is the first ever male-only core terminology document for LUT/PF Dysfunction. It comprises 390 terms, 211 (54%) NEW and 71 (18%) changed. It is the basis for other Male-only ICS Terminology documents. It provides a complement to the Terminology for Female Pelvic Floor Dysfunction (Haylen et al. 2010)
- **Terminology for Nocturia and Nocturnal Lower Urinary Tract Function (Hashim et al):** This is an update of the Nocturia document of 2002 (Van Kerrebroeck et al).

Overall Working Group Progress (Current Chair – commencing Sept 2016)

Completed/ Near completion: Ten (3 Published in 2017; 1 Published in 2018; 2 published in 2019, 4 for publication in 2020)

2017 Publications

- International Urogynecological Association (IUGA)/ International Continence Society (ICS) Joint Report on the Terminology for **Female Anorectal Dysfunction**, 2016. **Dual NAU/IUJ** Publication. Published [January 2017, IUJ Volume 28, Issue 1, p5-31; DOI: 10.1002/nau.23055](#)
- An International Urogynecological Association (IUGA)/ International Continence Society (ICS) Joint Report on **conservative and nonpharmacological management of female pelvic**

floor dysfunction. Dual NAU/IUJ Publication February 2017, [IUJ 28, 2: 191-214](#); DOI [10.1002/nau.23107](#).

- The **ICS** Standardisation of Terminology of **Adult Neurogenic Lower Urinary Tract Dysfunction**. Report of the Working Group of the International Continence Society - November 2017, DOI: [10.1002/nau.23397](#).

2018 Publications

- **Joint report on the terminology for assessment of sexual health of woman with pelvic floor female dysfunction-** Dual NAU/IUJ Publication March 2018, [Int Urogynecol J Pelvic Floor Dysfunct 2018](#); [10.1007/s00192-018-3603-9](#), Neurourol Urodyn 2018; doi/10.1002/nau.23508 .

2019 Publications

- **An International Continence Society (ICS) Report on the Terminology for Adult Male Lower Urinary Tract and Pelvic Floor Symptoms and Dysfunction.** D'Ancona CD, Haylen BT, Oelke M, Herschorn S, Abranches-Monteiro L, Arnold EP, Goldman HB, Hamid R, Homma Y, Marcelissen T, Rademakers K, Schizas A, Singla A, Soto I, Tse V, de Wachter S.. Neurourol Urodyn. 2019 DOI: [10.1002/nau.23897](#)
- **An International Continence Society (ICS) Report on the terminology for nocturia and nocturnal lower urinary tract function.** Hashim H, Blanker MH, Drake MJ, Djurhuus JC, Meijlink J, Morris V, Petros P, Guo Wen J, Wein, A. Neurourol Urodyn. 2019 DOI: [10.1002/nau.23917](#)

Early 2020 Publications

- **Standardisation of Terminology for Single-use Bodyworn Incontinence Products; working group of the International Continence Society (ICS) (SSCWG11 - Fader et al)-** Final document will be available in October 2019 for review process. Meeting in Gothenburg?

ICS Report on the Terminology for Male Anorectal Dysfunction (SSCWG14 -Schizas et al)- Working group Chair, Alexis Schizas. 9 members. Advanced draft There will be a face to face meeting at ICS2019. Manuscript to be ready for external, SSC and Board reviews by the end of the year. Meeting in Gothenburg?

- **ICS Terminology for Pelvic Floor Muscle Function and Dysfunction (SSCWG16 – Frawley, Shelly, Morin et al)-** The working groups has 3 chairs (1st Helena Frawley, 2nd Beth Shelly, 3rd Melanie Morin.) 14 Members. Update of Messelink et al. (2005) Manuscript to be ready for external, SSC and Board reviews by the end of the year. Face-to-face Meeting in Gothenburg.

- **ICS Report on the Terminology for Surgical Management of Male Lower Urinary Tract Dysfunction (SSCWG17 – Abranches-Monteiro, Hamid et al)** Luis Abranches-Monteiro and Rizwan Hamid (Co-Chairs) 9 Members. Advanced draft. There will be a face-to-face Meeting at ICS 2019. Manuscript to be ready for external, SSC and Board reviews by the end of the year

Other Working Groups (Post Tokyo):

- **ICS-IUGA Joint Report on the Terminology for Female Pelvic Floor Fistulae (SSCWG18 – Elneil, Romanzi, Goh et al)**- Working group Chair, Suzy Elneil, Lauri Romanzi as co-chair, with Judith Goh. 18 Members with good geographical coverage. Advanced draft stage. Regular teleconferences now programmed after some delays in progress for different reasons. Meeting in Gothenburg?
- **ICS- IUGA Joint Report on the Terminology for Female Obstetric Trauma (SSCWG20 – Doumouchsis et al)**- Stergios Doumouchsis (Chair), 14 Members. Advanced draft stage. Regular teleconferences now programmed after some delays in progress for different reasons. Meeting in Gothenburg?
- **ICS-IUGA Joint Report on the Terminology for Female Laparoscopic Pelvic Anatomy (SSCWG19)**- Salma Kayani (Chair), 12 members. Members working in subgroup on first draft. They are aiming to have the first draft ready by November 2019. Face-to-face Meeting in Gothenburg.
- **ICS Report on the Terminology for Conservative Management of Male Lower Urinary Tract and Pelvic Floor Dysfunction (SSCWG21 – Averbeck, Hashim et al)**- Hashim Hahim and Marcio Averbeck (Co-Chairs), 12 members. The working group has only just been set up in late 2018. Making steady progress to a draft document. Meeting in Gothenburg?
- **ICS Report on the Terminology for Sexual Health in Men with Lower Urinary Tract and Pelvic Floor Dysfunction (SSCWG22)**- Ervin Kocjancic (Chair), 11 members. Working on draft document. There will be a face to face meeting at ICS218. Meeting in Gothenburg?
- **ICS-IUGA joint terminology document on Comprehensive Female Pelvic Floor Assessment (SSCWG12)**- Changes of Chair, Title, Members. Should be re-invigorated shortly by past IUGA T & S Chair, and WG Chair, Joe Lee. Little progress with review soon.

Collaborations:

The Chair was in weekly contact with Joe Lee, Chairman Standardization and Terminology IUGA till the end of 2019. The new Chair, Renaud de Tayrac will attend the SSC Meeting in Tokyo. The only current projects (both also with AUGS) are the (i) Pelvic Floor Fistula and (ii) Female Obstetric Trauma documents. All three Chairs were keen to start an ICS-IUGA update of the Terminology for Female Pelvic Floor Dysfunction under a simplified (6 members chosen by each Society) arrangement. An SOP was submitted in January 2019. This arrangement was not approved by the respective Boards.

Standardization Update Session. ICS Glossary - Bernie

- . **Terminology for Surgical Management of Male LUT/PF Dysfunction - Luis or Rizwan**
- . **Terminology for Pelvic Floor Muscle Function and Dysfunction - Helena**
- . **Terminology for Pelvic floor fistulae - Lauri**
- . **Terminology for Female Obstetric trauma - Stelios**

Standardisation Steering Committee

Since the Annual Meeting in Gothenburg, the Standardisation Steering Committee have been extremely busy, finalising and publishing two new documents and launching the new ICS glossary!

ICS GLOSSARY: The ICS Glossary offers **instant online access** to all ICS terminology published over the last 18 years – over **1120 terms**. It also allows **instant online access** to and the **ability to instantly download** all the original documents from which those terms come. <https://www.ics.org/glossary>

The Male-terminology document, referred to below, will be the first and most recent reference with other documents referenced in reverse chronological order (most recent to earliest). ICS is uniquely placed to produce the Glossary, having updated all male and female lower urinary tract and pelvic floor terminology over the last 12 years. ICS is now able to offer this comprehensive terminology service in an exciting electronic presentation. It takes access to terminology to a totally different and unprecedented level. The new glossary is mobile friendly and designed to work perfectly on small devices, on the move: <https://www.ics.org/glossary>

NEW 2019 REPORTS: The two reports are:

- **ICS Report on the terminology for Adult Male Lower Urinary Tract (LUT) and Pelvic Floor (PF) Symptoms and Dysfunction.** This is the first core male LUT/PF terminology for males with 54% new definitions/descriptors and 18% changed. It provides the basis for the four male documents in the list below. It complements the equivalent 2010 document for female lower urinary tract dysfunction (Haylen et al).
- **The ICS Report on the terminology for Nocturia and Nocturnal Lower Urinary Tract Function.** This is an update of the 2002 document on the Terminology for Nocturia (Van Kerrebroeck et al).

All reports are published in the ICS Journal, Neurourology & Urodynamics, they are also available on the ICS SSC microsite: <https://www.ics.org/committees/standardisation> Under the current SSC documents: <https://www.ics.org/folder/92>

The Committee are working on another nine documents covering the following topics:

- Male Anorectal Dysfunction
- Pelvic Floor Muscle Function and Dysfunction Assessment
- Single Use Body-worn Absorbent Incontinence Pads
- Surgical Management of Male LUT dysfunction
- Female Pelvic Floor Fistulae
- Laparoscopic Visible Pelvic Anatomy
- Female Obstetric Trauma
- Conservative Management of Male Lower Urinary Tract and Pelvic Floor Dysfunction
- Sexual Health in Men with Lower Urinary Tract and Pelvic Floor Dysfunction

We aim to see these documents published within the next 12-18 months.