



**International Organisation of
Physical Therapists in Paediatrics**

**IOPTP GENERAL BUSINESS MEETING Agenda
JUNE 21, 2011**

President Barbara Connolly called the meeting to order and welcomed the delegates and other participants. Voting Delegates from eleven countries were represented: Canada, Denmark, Ireland, Italy, Netherlands, Norway, Sweden, Switzerland, Taiwan, United Kingdom and United States.

I. Delegates, Executive Committee, and Committee Chairs introduced themselves. The member countries who did not have voting delegates present (Australia, Hong Kong, New Zealand and South Africa) were identified and thanked for their membership. Other participants were also introduced.

II. Acceptance of Agenda

Motion 1 to accept agenda passed. A brief explanation of the agenda and plan for the meeting was given with a reminder that the official delegates from member countries have one vote.

III. Officer, Committee Chairs and Committee Members Reports

A. Officers' Reports (Attachments 1-5)

- **President:** The President, Barbara Connolly (USA) , attended the WCPT Congress and reported that 5 new WCPT subgroups were accepted. She explained the relationship of subgroups to the WCPT: each subgroup must be approved by the WCPT. Members of subgroups are the specific subgroups in a given practice area associated with member organizations of the various countries.
- **Vice President:** Eilin Ekeland (Norway), Vice President, explained that her term has ended and that since accepting the position of President for the Norway Association, she will not seek re-election.
- **Treasurer:** Ria Nijhuis (Netherlands) provided the financial report and explained processes for collecting member dues and for reimbursing activities of the IOPTP.
- **Secretary:** Sheree York (USA) recorded the minutes.
- **Member-at-large:** Hilda Mulligan (New Zealand) was introduced.

B. Education Committee: Eline Rygh(Norway) is resigning as the chair of the Education Committee. Other members of the committee are Doreen Bartlett (Canada) ,Donna Cech (USA), Jytte Falmår (Denmark), Lana Svien (USA) , and Rong-Ju Cherng (Taiwan). The results of a survey conducted by the committee about paediatric education in the member countries (12 respondents) revealed that :

- 9/12 include pediatrics in basic PT education
- 11/12 have post-graduate pediatric PT programs
- 5/12 have formal pediatric specialization
- 11/12 have guidelines in pediatrics

The committee will continue to collect data and share information on the IOPTP website. Strategies planned for the next few years include a list of speakers/faculty in pediatrics, identify online educational courses, and develop materials that can be posted on the website.

C. Practice Committee: Ester de Ru (Netherlands)took over the committee chair position in the last 6 months. Strategies planned for the next few years include: increasing communication by exchanging information, linking other websites to the WCPT Forum, listing continuing education programs offered in member organizations, and

exploring practical objectives and effective ways to communicate. Committee members are Ragnhild Bech (Norway) and Nancy Cicirello (USA). Additional members are welcomed for this committee

- D. Communications Committee: Sheree York, Secretary, reported for Erin Wentzell, chair of the committee. Newsletters have been developed and posted on the website several times each year. The goal is to have newsletters posted quarterly. Information from member organizations is welcome. The committee hopes to post more identified resources on the website and support increased use of the listserv for communication among individuals. Committee members are Dale Deubler (USA) and Laura Wiggins (UK).
- E. Research Committee: Ann Van Sant reported that 7 individuals are members of the Research Committee, representing the US (Linda Feters and Maggie O’Neal) , New Zealand (Hilda Mulligan) , Norway (Synnøve Iversen), Denmark (Anne Marie Wium) and Taiwan (Hua-Fang Liao). Two surveys have been developed and will be posted on a web site soon. Maggie O’Neal has flyers with the web address. There is a systematic review of studies in progress, and the committee hopes to work toward translating evidence to practice.
- F. Program Committee: Dale Scalise-Smith is recruiting additional members to the Program Committee. The IOPTP sponsored a presentation on Pediatric PT in several countries at the APTA Section on Pediatrics annual conference in Orlando, January 2010. We are exploring plans to participate in a 2013 multi-subgroup conference, potentially with the Private Practice and Women’s Health Subgroups.

OLD BUSINESS

IV. Membership: 15 national pediatric organizations are currently members of the IOPTP. Questions have arisen about the status of Turkey (member elect) and Belgium regarding the recognition of the pediatric organizations in these countries. Thus, no vote will be taken at this meeting on converting the member elect status to full member for Turkey. Several other countries have indicated an interest in becoming members. The President will be working with all these organizations in the coming months to explore their interest and ability to become members.

NEW BUSINESS

V. Strategic Plan Presented : An overview of the IOPTP purpose, objectives, and proposed strategies/activities for the strategic plan were presented. The plan will be discussed further at the Board meeting. The final strategic plan will be posted on the website and summarized in the IOPTP newsletter.

Ann Van Sant, editor of *Pediatric Physical Therapy*, reported that she is working with the publisher to explore ways the PPT can be available for IOPTP members at reduced rates. One of the challenges is that member countries would need to provide the lists or email addresses for their individual members with changes updated regularly. The PPT is now “international” as the official journal of the APTA Section on Pediatrics and the Dutch association. Clinical bottom lines have been added for each article.

DISCUSSION

VI. Members discussed potential revisions to the Constitution related to officer terms and specifics regarding nominating committee. In general, comments focused on concerns for continuity with a preference that not all officers rotate off at the same time. Any revisions will have to be posted prior to the next WCPT meeting in 2015 for a vote at that business meeting.

VII. Nominations and Elections

- A. Officers: The outgoing Vice President, Eilin Ekeland, presented the slate for all officers. The current President, Treasurer, Secretary, and Member-at-Large were re-elected unanimously by voice vote. Anne Berle Robstad (Norway) was elected as Vice President unanimously by voice vote.
- B. Member Organisations: Germany was accepted as a full member by unanimous voice vote.

VIII. Acknowledgements

Presentation of certificates of appreciation to out-going committee chairs and officer.

IX. Announcements

The President provided information regarding the Reception, Networking Session (Wed, 7-8:30), Symposium, List of IOPTP Members speaking at the satellite conference, and that 139 IOPTP posters have been exhibited. Individuals were encouraged to visit the WCPT booth in the exhibit hall.

X. Adjournment

The meeting was adjourned by President Connolly.

Respectfully submitted,
Sheree York, IOPTP Secretary

Attachment 1 -

President's report

The subgroup was formed in June 2007 at the last meeting of the WCPT. The constitution of the IOPTP was approved at that time and an Executive Committee was elected.

This is the first official report of the IOPTP to the WCPT. The report represents a summary of activities from mid 2007 (when IOPTP was formally accepted as a subgroup of WCPT) until March 2011.

- (August 2007) Addition of Taiwan as founding member country

- (2007) Committee Chairs were identified, and then formally invited by the President to take the positions. The Chairs were :
 - Communication- Pam Verseld (South Africa)
 - Education - Eline Rygh (Norway)
 - Practice - Yvonne Burns (Australia)
 - Program - Dale Scalise-Smith (USA)
 - Research- Ann Van Sant (USA)

- (2007) Potential individuals for the committees were invited by the Committee Chairs to become members of the committees. Members were added to the various committees between 2007 – 2008.
- (2007) Establishing a bank account at the Bank of Scotland in Edinburgh, England.
- (2007) Development of the IOPTP dues formulary
- (2007) Development of an IOPTP logo
- (January 2008) Addition of Denmark as founding member country
- (2008) Goals of the Committees were identified via email communication with the chairs of the committees and the executive committee liaisons. Goals for the committees included:
 1. Advance practice by communication and exchange of information
 2. Encourage improved standards and consistency of practice in pediatric care by physical therapists
 3. Obtain an overview from the educational trajectories in the participating countries.
 4. Encourage improved standards and consistency in education.
 5. Implement a survey to identify who pediatric physical therapists are serving , how, and where
 6. Address lack of evidence for specific interventions or service delivery models.

7. Identify “ golden” standards for new evidence

8. Encourage translation of evidence into practice

9. Increase presentations of pediatric sessions at WCPT

- (August 2007) Addition of Taiwan as founding member country
- (2008) Dues sampling in all participating countries. Although there were a lot of troubles with the first payments of the dues most of the problems have now been solved. First annual statement of account provided.
- (2008) First IOPTP newsletter published
- (2009) Addition of Turkey as Member Elect country
- (2009) Resignation of newsletter edition , new editor recruited and appointed
- (2009- present) Newsletters posted 2 times each year on IOPTP website
- (2010) Recognition of India as Member Elect country
- (2010) IOPTP/ APTA conference in Orlando, Florida at the Section on Pediatrics first Annual Conference. Participation of 2 members of the IOPTP executive committee, two members of the research committee and chair of the program committee on panel to discuss educational experience in institutions of higher learning across the world. Participants from 16 countries .
- (2010) Discussions held with Ann Van Sant (Editor of *Pediatric Physical Therapy*: publication of the APTA Section on Pediatrics) regarding adoption of *Pediatric Physical Therapy* as the official publication of the IOPTP. Discussions are ongoing
- (2010) Preparation of the WCPT satellite program in Paediatrics : Global Perspectives on Decision-Making, Measurement, and Participation of Children with Disabilities developed by Executive Committee IOPTP and Fit-Active-Habits: Measuring Fitness and Physical Activity in CP developed by members of the IOPTP.
- (2010) Survey Monkey utilized for collection of data on determining who , how and where pediatric physical therapists are serving
- (2010) Governance Manual completed and distributed to Executive Committee and Committee Chairs
- (2010) Two Executive Committee skype meetings held to prepare for WCPT meeting
- (2010) Draft Strategic Plan developed with input from Committee Chairs; finalization of Plan to be done at WCPT meeting

Attachment 2

Vice President report

A report submitted to the Chair of the Executive Committee on 31 December 2010.

This is the first report of the Vice President. The report represents a summary of activities from mid 2007 (when IOPTP was formally accepted as a subgroup of WCPT) until December 2010.

As Vice President I have been the Executive Committee Liaison for the Practice Committee, chaired by Yvonne Burns (Australia)

Activities related to the Practice Committee:

- (2007) A Practice Committee Chair was identified, and then formally invited by the Chair of the Executive Committee to take up the position.
- (2007) Potential individuals for the Practice Committee were invited by the Practice Committee Chair to take up her invitation to become a member of the Practice Committee.
- (2008) Goals of the Research Committee were identified via email communication amongst its members:
 1. To advance practice by communication and exchange of information.
 2. To encourage improved standards and consistency of practice in pediatric care by physical therapists.
- (2008) Internal exchange of information about committee members
- (2008) Exchange of some information about seminars and practice and communication with own national groups
- (2008) Comments on - Guidelines for Record Keeping and. Annual Report and Financial Statements 2007
- (2010) Forwarded to the committee a question from the Chair of the Executive Committee about collecting national resources and making it available for the IOPTP members through our website

Activities as Vice President:

- Contact with Nordic collegians that were not present at the WCPT meeting: Iceland and Finland, to ask them if it would be of interest to be part of the IOPTP.
- Telephone response to a team in Dubai looking at treatment for children with physical disabilities and trying to understand the best practice therapy for children with the most common physical disabilities.

It has been an honor to represent pediatric physical therapy as the Vice President for the past three years and I wish the next Vice President good luck with exciting tasks. Still I see that the practice Committee may have big challenges in identifying and put forward their tasks.

Attachment 3

Secretary Report

A report submitted to the Chair of the Executive Committee on December 31, 2010.

This is the first report of the Secretary. The report represents a summary of activities from mid 2007 (when IOPTP was formally accepted as a subgroup of WCPT) until November 2010.

The Secretary is the Executive Committee Liaison for the Communications Committee (website and newsletter). The current newsletter editor is Erin Wentzell (US) and committee members: Laura Wiggins (UK) and Dale Deubler (US). Toby Long (US) in the listserv monitor.

Activities related to Communications:

- (2007) A newsletter editor and committee members were identified and then formally invited by the President to take up the position.
- (2008) Goals of the Communications Committee were identified via email communication among its members: To advance practice by communication and exchange of information.
- (2009) When the first newsletter editor resigned, a new editor was recruited and appointed.
- 2008-present: Newsletters have been posted on the website 2-3 times each year. Additional postings were added to the website as relevant information was identified.

Activities as representative of IOPTP:

- Worked with Executive Committee to review, edit and finalize policies
- Prepared and disseminated minutes of first board meeting, business meeting and networking sessions
- Reported on IOPTP activities to the APTA Section on Pediatrics at least twice per year to the Board.
- Posted information from IOPTP in Section news blasts
- Co-sponsored Section on Pediatrics Annual Conference in Jan 2010 at Disney World, FL
 - Participants from 16 countries
 - Presentation on international education presented by IOPTP President and Treasurer and Dale Scalise-Smith (note Ria unable to attend at last minute but her prepared info was presented by Barbara)

I look forward to attending the IOPTP meetings at the WCPT Congress. It has been an honor and privilege to represent pediatric physical therapists in this role.

Sheree York (US)

Attachment 4

Treasurer Report

A report submitted to the Chair of the Executive Committee on 31 December 2010.

This is the first official report of the Treasurer. In the past years most of the contacts were by e-mail to loose problems immediately. The report represents a summary of activities from mid 2007 (when IOPTP was formally accepted as a subgroup of WCPT) until December 2010.

As Treasurer I have been the Executive Committee Liaison for the Educational Committee, chaired by Eline Rygh (Norway).

Activities related to the Educational Committee:

- (2007) A Educational Committee Chair was identified, and then formally invited by the Chair of the Executive Committee to take up the position.
- (2007) Potential individuals for the Educational Committee were invited by the Educational Committee Chair to take up her invitation to become a member of the Educational Committee.
- This resulted in the addition of 5 members: Doreen Bartlett (Canada), Donna Cech (USA), Jytte Falmår (Denmark), Lana Svien (USA), and Rong-Ju Cherng (Taiwan)
- (2008) Goals of the Educational Committee were identified via email communication with the president of the committee:
 1. To get an overview from the educational trajectories in the participating countries.
 2. To encourage improved standards and consistency in education.
- (2009) Internal exchange of information about committee members
- (2009) Preparation of the participation of two members of the IOPTP educational committee in the Section on Pediatrics of the APTA.
- (2009) Preparation of a questionnaire to get information about the educational trajectories in the participating countries.
- (2010) IOPTP/APTA conference in Disney world Florida: although I prepared a presentation I had to skip this journey because of private circumstances.
- (2010) preparation of the WPT satellite program in Paediatrics : Global Perspectives on Decision-Making, Measurement, and Participation of Children with Disabilities
- (2010) Advises for accreditation trajectories in Pediatric Physical Therapy in Turkey by e-mail.
- (2010) The president samples the answers on the questionnaire on Physiotherapy in Pediatrics and reports the results.

Activities as Treasurer and member of the executive committee:

2007

- Contact with collegians in Germany, Belgium, and France that were not present at the WCPT meeting to ask them if it would be of interest to be part of the IOPTP.
- Sending e-mails to all WCPT members if they were interested in participating the IOPTP.

- Establishing a bank account at the Bank of Scotland in Edinburgh, England.
- Development of an IOPTP logo
- Development of the IOPTP due formulary.

2008

- Dues sampling in all participating countries. Although there were a lot of troubles with the first payments of the dues
- Annual statement of account

2009

- Dues sampling in all participating countries. Although there were a lot of troubles with the first payments of the dues
- Annual statement of account

2010

- Dues sampling in all participating countries. Although there were a lot of troubles with the first payments of the dues
- Two skype meetings
- Annual statement of account
- Defining a budget estimate.

These were exciting years starting up the IOPTP. It was not always easy to communicate all over the world, but I think we can make a lot of progress in the next four years. It would be nice to start educational trajectories by Internet and start research projects together. Moreover, practice can be improved by learning and teaching each other: IOPTP communication will be the key!!

Attachment 5

Member at Large

A report submitted to the Chair of the Executive Committee on 22 November 2010.

This is the first report of the Member at Large. The report represents a summary of activities of the Member at Large from mid 2007 (when IOPTP was formally accepted as a subgroup of WCPT) until November 2010.

The Member at Large is the Executive Committee Liaison for the Research Committee, chaired by Ann Van Sant.

Activities related to the Research Committee:

- (2007) A Research Committee Chair was identified, and then formally invited by the Chair of the Executive Committee to take up the position.
- (2007) Potential individuals for the Research Committee were invited by the Research Committee Chair to take up her invitation to become a member of the Research Committee.
- (2008) Goals of the Research Committee were identified via email communication amongst its members and then prioritized.
- (2009 – 2010) A two-pronged study 'Paediatric physical therapy research: International strengths and needs' to fulfill the primary goal of identifying who the Research Committee is serving, how this is best performed and where our members' interests lie was proposed, planned and conducted.
- (2009) Proposal for a Focused Symposium at WCPT was proposed by the Research Committee to present the findings of the two-pronged study and to take the concept further. This was subsequently declined.
- (2010) Submission of two abstracts to WCPT in place of the Focused Symposium.
- (2010) The Research Committee Chair submitted a report of our activities to date in October, 2010.

Goals and objectives of the Research Committee for the coming year

Goal: To assist our members in translating evidence into practice

Objectives:

- i) use the website to set up either a listserv or discussion-board that would allow individual members to seek assistance in applying evidence into their practice.
- ii) have IOPTP Research Committee members moderate the discussion-board.

Note: this is on hold until the website has been established and its parameters have been explored and understood.

Activities towards representation of IOPTP:

- Report on IOPTP activities to Physiotherapy New Zealand Paediatric Special Interest Group (PSIG) at monthly committee meetings (2007-2010).
- Discussion via email to (a small number of) emailed enquiries relating to individual or health service clinical or research queries by IOPTP members (2008-2010). Acted as a sounding board for member's questions and/or pointed them to suitable literature or other (web-based) resources.
- Reports on paediatric physical therapy activities in Australasia to IOPTP newsletter (2008 and 2010)
- Abstract reviewer for WCPT Congress 2011 (2010).
- Collaborated in the proposal and development of the Satellite Programme Education Session 'Global Perspectives on Decision-making, Measurement, and Participation of Children with Disabilities' for WCPT 2011.

It has been an honour to represent paediatric physical therapy as an Executive Committee Member for the past three years. Conducting the qualitative arm of the Research Committee's study 'Paediatric physical therapy research: International strengths and needs' presented me the opportunity to be in personal contact with the representatives of member countries of IOPTP and to speak personally with some of their individual members to discover issues, interests and successes that are important to paediatric physical therapists in different parts of the globe.

I look forward with interest and anticipation as our subgroup develops towards our second 4-year period.

Hilda Mulligan (New Zealand)