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USAID'S HEALTH EVALUATION AND APPLIED RESEARCH DEVELOPMENT (HEARD) PROJECT

ISWP Integration Subcommittee Wednesday, December 9, 2020 Meeting Minutes

The ISWP Integration Subcommittee met by conference call on Wednesday, December 9, 2020 from 7:00 a.m. to 8:00 a.m. U. S. Eastern Standard Time/12:00 p.m. to 1:00 p.m. GMT. This provides the meeting minutes.

Link to Meeting Recording: [link](#). Action items with responsibilities are shown in bold/underline.

Next Meeting: Wednesday, January 13, 2021, 7:00 a.m. U.S. Eastern Standard Time/12:00 GMT.

Discussion:

1. **Approval of Previous Meeting Minutes:** November 18, 2020 meeting minutes were approved.

Lee wondered if the Subcommittee had agreed to focus on the knowledge section; the group decided to table that activity to provide time to refer to the manual.

2. **Terms to be used during review:** Amira reviewed proposed terms to guide decisions on categorizing existing content. Definitions and Subcommittee comments:
 - a. **Essential:** Currently in WHO WSTPb with no objections, or not in the WSTPb currently, but there is strong evidence they should be added. And common knowledge that every wheelchair service provider should know and be able to do.

Comments: Consider how to operationalize “what every wheelchair service provider (WSP) should know and be able to do.” Paula mentioned the CIHR grant submission included a Delphi survey among clinical experts to make the final decision. Or, conduct a survey among Integration Subcommittee members. Or, complete the work as a draft and circulate widely for input to ensure broader cultural input.

- b. **Requires Updating:** There is strong consensus or research evidence suggests it should be added; or there is consensus among clinical experts.
optional.
 - c. **Optional:** Only applies to a subset of wheelchair service providers. Would need to define what a subset is; e.g., people who do not have access to off-the-shelf cushions in a less-resourced settings. See further discussion below.
 - d. **Wrong:** Group would discuss based on consensus of experts or research evidence.
3. **Group Exercise – WSTPb Review:** Amira reviewed feedback from a review of the glossary and preface sections of the WHO WSTPb Reference Manual which three Integration Subcommittee members (Lee Kirby, Paula Rushton and an anonymous contributor) completed.

Group discussed how “optional” content would be reflected; e.g., it is important for certain contexts but optional for others. One approach is to leave it all in the document and identify it as optional. If an instructor is tight for time, the trainee can read on his/her own time, and the material will not be on the exam. Group agreed this warrants more discussion. Amira and Krithika to include on January 13 Subcommittee meeting agenda.

Amira to send Sections A4, A5, A6 to the group for additional offline work, as well as request the group read the comments in the previous sections. It is estimated this work would take about one hour. Subcommittee members to complete by Thursday, January 7.

- 4. **Educators’ Package:** A complete draft of the package will be available in January 2021 for the thirty-person Development Group to comment on before being handed over to the External Review Group.
- 5. **Academic Training Partners:** The 23rd call is scheduled for Wednesday, December 9. Universidad CES will be presenting.
- 6. **ISWP Central Update:** The ISWP separate entity initiative continues. A thirteen-member Founding Board is working with AMCES, an association management consulting firm, on bylaws, governance and policies/procedures and an implementation plan for the new organization when it moves out of the University of Pittsburgh. The Board also will be involved in discussing the organization name/brand and preparing a job description for a CEO.

Participants (check mark indicates participation on call)

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|---|--|
| | Alia Alghwiri, University of Jordan |
| | Hasan Alkhalwaldeh, University of Jordan |
| | Gail Freidhoff-Bohman aka Cookie, AT-Retired |
| | Ilse Caballeros, Free Wheelchair Mission |
| | Barbara Crane, Plymouth State University |
| | Rosy Dorman, Motivation |
| | Karen Fung, University of Montreal |
| | Ritu Ghosh, Mobility India |
| √ | Sudakhar Govindasamy |
| | Michelle Hollier, UCPRUK |
| | Praveen Khumar, Motivation |
| √ | Lee Kirby, Dalhousie University |
| | Kylie Mines, Motivation Australia |
| | Thais Pousada, Universidad de la Coruña |
| | Uta Prehl, Humanity & Inclusion |
| | Teresa Plummer, Belmont University |
| √ | Paula Rushton, University of Montreal |
| | Hassan Sarak, University of Jordan |
| | Nicky Seymour |
| √ | Samantha Shann, WFOT |
| | Traci Swartz, Emory University |
| | Catherine Sykes |
| √ | Amira Tawashy, Dalhousie University (Chair) |
| | Vanessa Weisner-Luna, Escuela Colombiana de Rehabilitacion |
| | Hanan, University of Jordan |
| | Yohali Anhue Burrola Mendez, University of Montreal |
| | Jon Pearlman, University of Pittsburgh |
| | Mary Goldberg, University of Pittsburgh |
| √ | Maria Toro Hernandez, University of Pittsburgh |
| √ | Krithika Kandavel, University of Pittsburgh |
| | Megan D’Innocenzo, University of Pittsburgh |
| √ | Nancy Augustine, University of Pittsburgh |

Prepared by: Nancy Augustine

Reviewed by: Amira Tawashy