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

ISWP Integration Subcommittee Wednesday, March 10, 2021 Meeting Minutes

The ISWP Integration Subcommittee met by conference call on Wednesday, March 10, 2021 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, April 14, 2021, 7:00 a.m. U.S. Eastern Standard Time/11:00 GMT. (Note: U.S. Daylight Saving Time begins on March 14.)

Subcommittee members to review pages 120-146 of the WSTP-Basic Reference Manual for review/discussion during next call.

Discussion:

1. **Approval of Previous Meeting Minutes:** There were no changes to the February 10, 2021 meeting minutes.
2. **Welcome, Sara Munera:** Sara Munera is joining the ISWP team to assume the duties of Maria Toro Hernandez. Sara is a physical therapist who works in wheelchair service provision in Colombia. She also has been a Basic trainer using the WHO-WSTP Basic package and developed the ISWP online training modules based on the WHO materials.
 - a. **Continued Review of the WHO WSTP-Basic Reference Manual:** To confirm, ISWP is not authorized by WHO to modify the Basic package; we are using it as a starting point to create a new ISWP Basic training package. Mary Goldberg suggested the package could be launched in a similar fashion to the rehab competency framework, with a meeting with Chapal and Louise at WHO in advance to inform them of our work. We would acknowledge it is not a WHO-approved process but will be open source, and all references will be cited.

Subcommittee members discussed each other's input on Step 2, Assessment; Step 3, Prescription and Step 4, Funding and Ordering, through page 107. (Group provided comments through page 120; pages 108-120 will be reviewed on the next call.)

Comments:

- i. In the Prescription and/or Fitting and Setup section, add a table of common modifications to wheelchairs and their pros and cons, such as:
 - Rear wheel position
 - Straps
 - Tires (pneumatic versus other)
 - Cushion type
- ii. Consider referencing or cross-checking with the ISWP Minimum Uniform Data Set (MUD) for the questionnaires currently in the package. Link to MUD: <https://wheelchairnetwork.org/iswp-resources-hub/>. (Search for Minimum Uniform Data Set.)
- iii. Include an appendix with additional resources and reading materials.
- iv. Make the tips and tricks available in a format such as flash cards to be printed as an easy reference.
- v. Include more information on hands-on evaluation, such as how the pelvis relates to the legs and upper body. Sara mentioned it is discussed a bit under manual simulation, but a lot is missing.
- vi. Mention funding earlier in the process and refer to Step 4, Funding and Ordering, for further detail.

Sara Munera explained that the Training of Trainers manual includes some modifications to the original Basic package; e.g, on the measurements table. **Sara Munera** will review and add to the reference manual.

These notes were carried over from the February 10, 2021 meeting minutes as a reminder for next steps:

- Once the package review is complete, **Lee Kirby** to send an e-mail introduction to Amira Tawashy and Alicia Koontz, Pitt professor who is a member of the Wheelchair Skills Program Editorial Committee, requesting she review the transfer material and any other sections. Lee commented that as far as wheelchair skills go, the more advanced skills go with the basic package (in the Transfers section) because those users do not require postural support. Amira agreed that transfer and mobility skills should be covered.

- Several of the sketches will need to be modified. **ISWP team** to discuss options for finding an artist. Amira also feels the sketches need to reflect greater diversity; e.g., introduce a degree of shading in some sketches.
3. **Wheelchair Educators’ Package:** The group is preparing for the external review and is working on a new website for the package. Sara Munera is developing on some storytelling videos to be included in the website.
 4. **Academic Training Partners:** No speaker has been identified for the April 2021 meeting yet. **Subcommittee members** are invited to nominate a speaker or speakers.
 5. **Hybrid:** Nothing new to report.
 6. **ISWP Central:** The ISWP separate entity work continues. The Founding Board finalized a job description for a new executive director position; ISWP will engage a search firm to assist in recruiting candidates. A Board Bylaws Subcommittee is nearing completion of a review of the draft bylaws and policies and procedures manual, tailoring the document to ISWP. The Change Management Team (David Constantine, Founding Board Chair; Silvana Contepomi, Founding Board Vice Chair; Eric Wunderlich, Founding Board Secretary-Treasurer; Jon Pearlman; Mary Goldberg; Nancy Augustine and Georges Lozano of AMCES) is addressing the logistics of moving the organization out of the university; e.g., corporate filings, staffing, and funding.
 7. **WFOT Congress Abstract (March 27-30, 2022, Paris, France):** The due date for conference abstracts has been extended to April 14 ([link](#)). Submission types: Orals and posters; Research Institute-3 minute thesis (PhD students only); and Pre-Congress workshops. Conference will be hybrid, with opportunities to present both in person and virtually. **Amira Tawashy** will draft for Subcommittee’s review.
 8. **Summer 2021 Subcommittee calls:** **Krithika Kandavel** to request Subcommittee’s availability for a call to begin at 9:00 a.m. or 10:00 a.m. U.S. Eastern during May-August 2021 as Amira will be on the western coast of Canada during those months.

Participants *(check mark indicates participation on call)*

	Sudakhar Govindasamy
	Praveen Kumar, Motivation
√	Lee Kirby, Dalhousie University
	Thais Pousada, Universidad de la Coruña
	Teresa Plummer, Belmont University
	Paula Rushton, University of Montreal
	Padmaja Kankipati, WHO and SMOI

√	Samantha Shann, WFOT
√	Amira Tawashy, Dalhousie University (Chair)
√	Mary Goldberg, University of Pittsburgh
√	Sara Munera Orozco, University of Pittsburgh
√	Krithika Kandavel, University of Pittsburgh
√	Nancy Augustine, University of Pittsburgh

Prepared by: Nancy Augustine and Krithika Kandavel

Reviewed by: Amira Tawashy