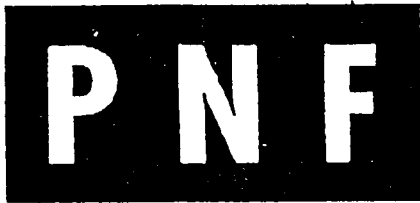


INTERNATIONAL



ASSOCIATION

INTERNATIONAL PNF ASSOCIATION

MINUTES OF THE 1996 MEETING

Date: September 6-7, 1996
Location: Goteborg, Sweden
Host: Susanne Hedin-Anden
Chair: Louise Rutz-LaPitz

INSTRUCTORS ATTENDING:

Sue Adler	Renata Horst
Martina Adelman-Zeuner	Verena Jung
Susanne Hedin-Anden	Karin Kaiser
Edith Bem	Casey Kern
Inge Berlin	Betinna Lang
Ursula Bertinchamp	Hink Mangold
Adelheid Bohlmeier	Magareta Myrenberg
Math Buck	Anke Mussighrod
Birgitta Claesson	Angela Riegel
Beate Fisches	Christiane Rohling
Brigitte Gattlen	Louise Rutz-LaPitz
Marcel Grzebellus	Martina Schindler
Kathy Guarneri	Silke Skibbe
Kitty Hartman	Kristin Stjerna
Marianne Heidmann	Frits Westerholt
Britta Dietz	

ASSOCIATE MEMBERS ATTENDING:

Insa Bergmann	Astri Koch
Ute Hansen	Martin Neeb
Shigeyuki Ichikawa	Roger Rich
Kimiharu Inui	Hanna Vollhaber
Heike Justen	Sefman Zdenka

I. INTRODUCTION:

The Executive Committee was introduced:

President:	Louise Rutz-LaPitz
Vice President:	Bettina Lang
Secretary:	Casey Kern
Treasurer:	Math Buck

II. OVERVIEW AND RULES:

The agenda is as follows:

- I. Introduction
- II. Meeting overview and rules
- III. New members
- IV. Count of voting members
- V. Review of 1995 minutes
- VI. Elections: President, Peer Review/Grievance
Committee members
- VII. Financial report
- VIII. Future IPNFA meeting
- IX. Old business
- X. Committee reports
- XI. Insurance company situation in Germany
- XII. Rules and regulations
- XIII. IPNFA stamps and stationary
- XIV. Varia

Discussion and voting rules for this meeting were adopted, as presented in the 1991 meeting.

- Discussion time of 2 minutes per person. All members are to be heard once per issue before an individual member is allowed to be heard a second time on the same issue.
- All proposals to be voted on will be written in German and English.
- All questions, discussions, and comments will be directed to the Chair.
- The Chair reserves the right to halt discussions and call for a vote.

Agenda change: I to X, and XIII, XIV, then XI and XII.

VOTE: This change was unanimously accepted on the meeting rules.

Excused: Lilo Ozarcuk, Dominiek Beckers, Angelika Voss-Quinn, Arja Feriencik, Ingeborg Mehl, Paul Zeni, Brigitte Mayer, Renate Muschke, Angelika Noell-Seeger, Carsten Schaefer, Karin Jeanbart-Rubrandt, Maria Essmeister

III. NEW MEMBERS:

ASSOCIATES: Ute Hansen, Jackie Goldmat-Reznik, Edwardo Bracher, Marleen VanDamme, Kerry Frey, Astri Koch, Annette Karla, Martin Neeb, Anika Westerman, Dorothee Willsch.

IV. COUNT OF VOTING MEMBERS:

Twenty-nine (29) voting members plus the President were initially present. Ten (10) Associate members (non-voting) were present.

A quorum was present of voting members.

V. REVIEW OF 1995 MINUTES:

A review of each page of the 1995 minutes was done. The corrected spelling of guilders was noted.

VOTE: Motion was entered to accept the 1995 minutes. This was unanimously accepted.

VI. ELECTIONS:

A. President - Frits Westerholt was nominated by the Nomination Committee for the office of President and was voted the next President of the IPNFA.

B. Peer Review/Grievance Committee - This committee is currently made of C. Stjerna, C. Rohling, and A. Voss-Quinn, Chairperson (retired). Nominations were received for K. Guarneri, and D. Beckers as new committee members. D. Beckers withdrew his nomination.

This Committee will handle and solve all grievances, peer review issues and report back to the Executive Committee. The Committee will have 3 people from different countries.

VOTE: K. Guarneri was unanimously voted as the new member of the Peer Review/Grievance Committee. The Chairperson will remain C. StJerna.

C. Revisor - M. Schindler and M. Grzebellus were nominated from the floor for the position of Revisor. The Revisor will check the Treasurer's report and records annually prior to the general meeting, to verify the accuracy.

VOTE: M. Grzebellus was elected as the new Revisor.

VII. FINANCIAL REPORT:

M. Buck presented the financial report. The IPNFA currently has 1,644 guilders in the European account. In the USA account, there is \$3,241.29. The financial report was verified and controlled by I. Mehl. Several outstanding bills exist, which represent more than the total remaining in the European bank account. A separate list was distributed that

showed all members that had dues paid, and those members that were behind in payment of dues. Members who are not current with their dues for the last two years will be sent another letter, as had been done last year. Members that do not respond by December 1, 1996 and have not paid 2 years dues will lose their IPNFA membership as defined in the Constitution.

VOTE: The financial report was unanimously accepted. The IPNFA voted in 1995 to pay 6,000 guilders in advance to the Host Country. Contact will be required with the Treasurer in order to control the use of these advanced funds. Written suggestions will be presented to the Host Country to define how this advanced money may be use.

M. Buck requested that all members with outstanding dues please pay as soon as possible. We need the money to pay outstanding bills.

VIII. FUTURE OF IPNFA MEETINGS:

1997 - Hamburg, Germany
1998 - Vallejo, California

The 1997 IPNFA meeting will be in Hamburg, Germany, September 19-20, 1997.

The 1998 IPNFA meeting will be in Vallejo, California, September 11-12, 1998 (?).

IX. OLD BUSINESS:

A. Level 3 and 5 courses - S. Adler presented that all participants will be tested at the Level 3a, 3b, 5a, and 5b. All Instructors have received the questions for the written test. Other answers will be accepted if the course participant can support their reasoning for their answer. Further recommendations on the test questions should be submitted directly to S. Adler. Patient demonstrations should be done by course participants. S. Adler recommended that all Instructors continue with PNF terminology as printed in the text. Other terminology should be clarified for the participants, and also clarified with S. Adler. Course curriculums for advanced courses must be sent to the Hermitage.

Assistants must send their required information to the Hermitage. An Instructor course is planned for 1997. The Educational Committee will review the assistant ship process and what the course assistants are required to do in regards to completing paperwork and sending it to Bad Ragaz.

X. COMMITTEE REPORTS:

A. Peer Review/Grievance Committee - Two problems were discussed over the last

year. The first was dealing with course participants entering the Level 3 course before 6 months were completed. The second problem dealt with assistants presenting courses. Contact was made with them to inform them that these are not IPNFA certified courses. Maximilian Von Hatzfeld will no longer be involved in the IPNFA course system, and will not be accepted as an assistant on IPNFA courses.

- B. Nominating Committee - A. Feriencik will be retiring next year from the Nominating Committee. This committee currently consists of A. Feriencik, H. Bohlmeier, and I. Berlin.
- C. IPNFA Secretary - Nominations are to be submitted to the Nominating Committee. The position of secretary will be voted on in 1997.
- D. Research Committee - F. Westerhold reports that he is currently translating a German article to English, and it should be completed by next year. The Research Committee currently consists of D. Beckers, F. Westerholt, K. Hartman, and R. Horst. Another member will be needed next year as Westerholt assumes the responsibility of IPNFA President.
- E. Education Committee - Consists of M. Buck, L. Rutz-LaPitz, S. Adler, A. Noell-Seeger, D. Beckers, and H. Mangold. This Committee met in Hoensbrook in November of 1995 to establish rules for each Level of Instructors. S. Adler has sent article summaries in English to the Hermitage that are available to all members. If you are interested, contact the Hermitage for these English summaries.

XI. INSURANCE COMPANY:

K. Kaiser reported on the insurance situation in Germany. This is because the insurance companies pay higher for PNF treatments. In mid 1996, the German Insurance Company expressed interest in having a German organization to be able to communicate to. A German PNF interest group was formed on July 24, 1996. K. Kaiser is the President of this organization, second is M. Schindler and R. Horst. The German PNF special interest group, which is to remain intact, has the goal to initially work out situations and problems in Germany before coming to the IPNFA. A copy of the German PNF special interest group goals was presented. The German PNF organization was reported in many ways similar to that of the IPNFA. Solidarity of all Germany Instructors and Assistants in this organization was suggested as a stronger and better representation to the German insurance companies. Dues for the German PNF organization are 60 D marks for ½ year. Dues otherwise will be 120 D marks per year. All IPNFA Instructors are currently recognized in Germany.

The only members authorized to speak for the IPNFA are members from the Executive Committee. No other members may speak in the name of the IPNFA. This is currently

written into the Constitution.

L. Rutz-LaPitz reported that at the IPNFA meeting in September of 1995, the decision was made to initiate testing of course members. Instructors were also asked to send a Curriculum Vitae to the IKK (German Insurance Company). There was a tremendous response. The Education Committee met on an emergency basis in November in Hoensbrook to prepare the test questions and written information to the IKK. Very good contact was made with the President of the German Insurance Association, and he expressed strong support of the IPNFA. The German Insurance companies have recognized the IPNFA as a direct contact and communication organization. B. Lang has translated all information from English to German.

A questionnaire was also sent out to German school PNF teachers to find out their background and current knowledge of PNF. A 50 percent response was received from the school PNF teachers. Most of them expressed an interest in further knowledge and assistance in teaching PNF. A meeting in March of 1996, with the different German organizations and insurance company, focused on curriculum and content. Therefore, at this time a German PNF organization was formed for the German IPNFA Instructors to be able to deal internally with their situation. Outstanding work and organization was done by B. Lang, K. Hartman, and L. Rutz-LaPitz. B. Lang made a further presentation of her extensive work with the German Insurance Company, establishing in written form the IPNFA course content and the course work for IPNFA Instructors. It was agreed that B. Lang will continue to represent the IPNFA to the insurance company. A hearing was held in August of 1996, with the IPNFA and multiple other German organizations. The final decision was issued by the German Insurance Company in August/September of 1996. Copies of part of this paper were handed out so all Instructors can verify the requirements and course content when teaching in Germany.

XII. RULES AND REGULATIONS:

- A. S. Adler presented the following Assistant requirement: to assist a minimum of 5 courses taught by at least 3 different Instructors.

The basic course is 75 hours of 60 minutes per hour. All Instructors should be using the 60 minutes of instruction per hour.

A minimum of 6 months between assistant-ship should be present for all assistant-ship that count toward instructor certification. Refer to the handout "Course system of the IPNFA 1995."

- B. The admission of members who are not a recognized Instructor was reviewed as presented by the Committee headed by C. Tanner-Bram in 1991 in Basel. A letter was received from Gudrun Holper, asking for IPNFA Instructor status, although she has not completed the IPNFA certified course work. S. Adler submitted a proposal to allow exception to the required IPNFA course work with the following

provision that she must meet:

1. Submit her course program with detailed content to the IPNFA
2. Assist a Level 3 course with an IPNFA Instructor
3. Teach a Level 3a course under the supervision of an IPNFA senior Instructor
4. Receive a successful evaluation completion form from both Instructors
5. Recommended Instructors: S. Adler, V. Jung, M. Buck
6. Must receive letters of recommendation from 2 Instructors and L. Ozarcuk
7. Successful completion of all requirements will result in obtaining basis Instructor status.
8. IPNFA membership will be required

Frits Westerholts will write to Fr. Holpehor with this information.

VOTE:	Accepted	25
	Opposed	0
	Abstained	4

C. A recommendation was heard to give the course participants a 5 question pre-test at the start of a course, followed by the official test at the end of a course. The recommendations were as follows:

1. Advanced or senior Instructors that have not taught in the last 3 years are not eligible to teach a Level 3 course.
2. Every Instructor is requested to submit to the Educational Committee 5 questions in total from the areas of technique, patient treatment, and philosophy.
3. Each participant must pass 2 of the 3 testing areas of written, practical, and patient treatment.
4. Three people will assist the Educational Committee in translating and rewriting the test questions in German. These people will be M. Grzebellus, K. Hartman, and M. Heidmann.

D. Lengthy discussion regarding testing of course participants practical demonstration and the time it required was undertaken.

MOTION: It is our recommendation that the course participant practical demonstration be with a patient, but not be required, if circumstances dictate otherwise.

VOTE:	Accepted	24
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Opposed 0
Abstained 5

MOTION: Patient treatment time during a course is to be used for supervision only and not for testing.

VOTE : Accepted 8
Opposed 11
Abstained 20

MOTION: When a course participant fails 2 of 3 portions of the test, the participant will be allowed to re-take only that portion of the test a second time if they have done well throughout the course.

VOTE: Accepted 17
Opposed
Abstained 4

XIII. IPNFA STAMPS AND STATIONARY:

New stamps have been made at a smaller size for the cost of 25 guilders. New IPNFA stationary will be printed for the Executive Committee. F. Westerholt has a stamp on a computer disc (MS DOS). If you are interested in obtaining this, contact F. Westerholt.

XIV. VARIA

H. Mangold reported that Dr. Kabat passed away in November of 1995. She was a speaker at his memorial service. Trees were purchased to be planted in Israel with a plaque thanking Dr. Kabat for his contributions to PNF. Trees were sent from the IPNFA, Kaiser Hospital, Kaiser staff, and H. Mangold, which totally stand at 10 trees. A certificate of these were sent to Dr. Kabat's wife.

Very poor quality PNF video tapes have been found in Japan. H. Mangold has made contact with the author, Mr. Hideki Gakuhari, and has requested that his books/video's be removed from public access. S. Ichikawa, from Japan reported continued teaching by this non-IPNFA certified person, which he labels as a Sport-PNF technique. He has issued a second edition of Sports PNF training in video tapes, under new publisher after contact by H. Mangold and S. Adler. S. Ichikawa reports widespread false techniques being used in Japan. S. Ichikawa was seeking an IPNFA certified Instructor to teach a course in Japan that he would be willing to assist, in order to help correct the current situation in Japan.

M. Buck offered that the PNF book by S. Adler, D. Beckers, and M. Buck will be translated into Japanese, Korean, and Greek. S. Hedin-Anden reported that her book will be translated into French, German, English, and Italian.

An exercise therapist by the name of Edgar van de Giessen has requested involvement in IPNFA certified courses. Because he is not a registered physical therapist, he should not be allowed in IPNFA courses.

Several mistakes were made on the recently issued Instructor certificates. If you did receive one in error, please return it to M. Buck to be corrected.

Insurance - M. Buck recommended that Instructors obtain insurance to cover liability, when presenting courses. This is to verify that you are covered in the country that you are teaching. The center where courses are provided may or may not have liability coverage. It was strongly recommended that you are very sure of your liability coverage.

Developing Countries - M. Neeb reported teaching PNF in Israel Schools. C. Kern reported presentation of the first 3A course in Korea. H. Mangold reported the first request for course in Hong Kong. C. Rohling reported of a course in Palestine. S. Adler reported a request for a course in Greece. B. Lang reported a course in Moscow next year, as well as Warsaw. D. Beckers is returning to Tanzania. M. Grzebellus reported a course to be offered in Slovenia this year.

L. Rutz-LaPitz reported a very nice article in a Swiss journal in regards to the 1995 IPNFA meeting.

Assistants - The Assistants from 1992, 1993, 1994, and 1995 were noted.

MOTION: All Assistants are required to be current IPNFA members.

DISCUSSION: The course Assistants will benefit from being IPNFA Associate members and will receive information on a regular basis that directly affects them.

VOTE: This motion was unanimously accepted.

An Assistant group was recommended so the Assistants can then give feedback to the IPNFA. Several suggestions from assistants have already been received, i.e. that the Instructors give them sufficient time (6 months) to prepare their teaching segments.

Some notices have been received from Assistants that Instructors have left their courses for extended periods of time. This type of behavior should be reported to the Grievance Committee.

Instructors may take 16 course members maximum. For 2 Instructors, S. Adler offered a recommendation of a maximum course size of 24. Some Instructors offered that they are taking 28. It was recommended that an Instructor and Assistant still take the same number of participants as an Instructor alone.

MOTION: An Instructor may take up to 16 participants maximum

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MOTION: An Instructor may take up to 16 participants maximum

Vote: Accepted 25
Opposed 2
Abstained 2

This motion was accepted.

MOTION: An Instructor and assistant may take up to a maximum of 18 course participants.

VOTE: Accepted 14
Opposed 9
Abstained 6

This motion was accepted.

MOTION: An Instructor plus assistant may accept a maximum of 20 course participants.

VOTE: Accepted 11
Opposed 9
Abstained 7

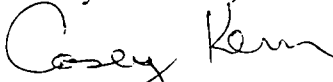
MOTION: A maximum of 20 course participants can be accepted with 1 Instructor and 1 or 2 assistants.

VOTE: Accepted 20
Opposed 5
Abstained 4

A discussion was held in regards to payment of Assistants. A variety of systems were discussed. It was decided that no set payment could be decided upon, as it varies from country to country, and also on the organization of the course.

The meeting was adjourned at 5:25p.m. S. Hedin-Anden was thanked for her organization and hosting the 1996 meeting.

Respectfully submitted,



Casey Kern, P.T.
IPNFA Secretary