

INTERNATIONAL PNF ASSOCIATION
MINUTES OF THE 1997 MEETING

DATE: September 19 and 20, 1997
LOCATION: Hamburg, Germany
HOST: Christiane Rohling, Silke Skibbe, and Martina Adelman-Zeuner
CHAIR: Frits Westerholt

INSTRUCTORS ATTENDING:

Susan Adler	Bettina Lang
Dominiek Beckers	Andrea Leienbach
Edith Bem	Hink Mangold
Inge Berlin	Brigitte Mayer
Ulla Bertinchamp	Ingeborg Mehl-Pees
Ute Born	Anke Mussigbrod
Math Buck	Renate Muschke
Britta Dietz	Lilo Ozarcuk
Maria Essmeister	Angela Riegel
Arja Feriencik	Christiane Rohling
Beate Fisches	Louise Rutz-LaPitz
Brigitte Gattlen	Carsten Schafer
Marcel Grzebellus	Martina Schindler
Kathleen Guarneri	Silke Skibbe
Kitty Hartmann	Kristin Stjerna
Susanne Hedin-Anden	Cornelia Tanner-Bram
Marianne Heidmann	Sissi Tiedemann
Renata Horst	Barbara Veit-Hornig
Karin Jeanbart-Rubrandt	Frits Westerholt
Verena Jung	Werner Wimmeroth
Karin Kaiser	Paul Zeni
Casey Kern	Martina Adelman-Zeuner

ASSOCIATE MEMBERS ATTENDING:

Sabine Bette-Landgraf	Aleksander Lizak
Benedikt Bomer	Kirsten Luder
Insa Borgmann	Beverly Meyers
Laurie Boston	Martin Neeb
Fuhry Deutschler	Karen Northrop
Astrid Flender	Martina Pollwein
Gabrijela Gaber	Eric Sander
Sabine Giese	Darga Scepanovic

Imke Glatho	Katrin Schmidt
Susan Hunt	Zdenka Sefman
Shigeyuki Ichikawa	Fred Smedes
Maria Jaruga	Marleen van Damme
Judy Jourdan	Hanna Vollhaber
Heike Justen	Dorothee Willsch
Petra Kammereck	
Maciej Krawczyk	
Olga Laicheva	

I. Introduction:

The Executive Committee was introduced:

President:	Frits Westerholt
Vice President:	Bettina Lang
Secretary:	Casey Kern
Treasurer:	Math Buck

II. Overview and Rules:

The agenda is as follows:

- I. Introduction
- II. Overview and rules
- III. New members
- IV. Count of voting members
- V. Review of 1996 minutes
- VI. Elections
- VII. Financial report
- VIII. Future IPNFA meetings
- IX. Committee reports
- X. Course information
- XI. Evaluation of Assistants
- XII. Public relations
- XIII. Recommendations, RE: German Insurance Companies
- XIV. PNF assessment
- XV. Varia

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

-Discussion time of 2 minutes per person. All members are 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, discussion, and comments will be directed to the Chair.

-The Chair reserves the right to halt discussion and call for a vote.

Agenda change for today I through IX, and XI through XV with number X at the end.

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

It was reported that Dorothy Voss died in December of 1996. A donation of \$100.00 will be made to the APTA division of research.

VOTE: This was unanimously agreed upon.

III. NEW MEMBERS:

INSTRUCTOR: Russell Lee

ASSOCIATES: New members are reported from Hong Kong, Russia, Poland, Mexico, England, Brazil, Greece, Austria, Germany, and Netherlands. Total members: instructors are 72, total members 225.

New Associate Members: Olga Laicheva, Nadia Yaruga, Katherine Schmidt, Sabina Giese, Benedikt Bomer, Aleksander Lizak, Eric Sander, Kirsten Luder, Beverly Meyers, Maciej Krawczyk, Gabrejela Gaber, Darja Scepanovic, and Sue Hunt.

IV. COUNT OF VOTING MEMBERS:

Forty-two (42) voting members plus the President were initially present. 31 Associate members (non-voting) were present. A quorum was present of voting members.

Research Committee: Frits Westerholt is retiring from the Research Committee, Dominiek Beckers reports the goal of the committee is to promote and stimulate PNF research. A literature research has been done in the past. It is reported that according to the Constitution a new member of the Research Committee could be an Associate Member or Instructor. Members of the Research Committee are Dominiek Beckers, Renata Horst, Marcel Grzebellus, Kitty Hartmann. The Research Committee requested the membership to send reading list, articles of PNF or PNF related research or further research topics. Many new members offered assistance in providing information to the Research Committee.

V. REVIEW OF THE 1996 MINUTES:

A review of each page of the 1996 minutes was done. Page 7 correction of the name spelling of Holpor.

VOTE: A motion was issued to accept the 1996 minutes. This was unanimously accepted.

VI. ELECTIONS:

A. Secretary: Casey Kern was nominated by the Nomination Committee for the office of Secretary.

VOTE: Unanimously accepted.

B. Nominating Committee: Inge Berlin, Heidi Bohlmeier and Arja Feriencik. Arja will be retiring from this committee.

VOTE: Martin De St. John was nominated for the Nominating Committee. His nomination was unanimously approved.

C. Peer Review/Grievance Committee: Kathy Guarni, Christiane Rohling and Kristin Stjerna. Kristin was nominated and accepted to continue with this Committee. This committee will handle and solve all grievances, peer review issues, and report back to the Executive committee. This committee will have 3 people from different countries.

VOTE: Her nomination was unanimously approved.

D. Educational Committee: Dominiek Beckers, Math Buck, Angelika Noell-Seeger, Louise Rutz-LaPitz, and Sue Adler. Sue will be retiring from the Educational Committee. Hink Mangold was nominated for the Educational Committee.

VOTE: Her nomination was accepted with three abstaining.

A special thanks was given to Sue Adler for her involvement in the Educational Committee and all of the effort and work that she has given to the IPNFA.

VII. FINANCIAL REPORT:

Math Buck presented the financial report. The IPNFA currently has 6,592.62 guilders in the European account. In the USA account, there is a balance of \$4,769.31. The financial

report was verified and controlled by M. Grzebellus. The total balance of the IPNFA is \$8,065.62 or 16,131.24 guilders. An extensive list was presented of members with outstanding dues. A special thank-you was issued to Math Buck for his work and effort with regard to the treasury position. Sue Adler reported up-to-date dues payment for assistants is required. Further assistantships will not be valid and counted toward their instructorship until dues are current.

VOTE: The financial report was unanimously accepted.

The membership was reminded that dues more than 2 years delinquent will lose their IPNFA membership as defined in the constitution. A letter will be sent out to those members not current with their dues.

VIII. FUTURE OF THE IPNFA MEETINGS:

1998 - September 18, 19, 1998 in Vallejo, California

It was suggested that the educational day will be presented on the first day with the business meeting on the second day.

It was once again suggested that the general membership meeting be every 4 years in Vallejo, California. It was further recommended that the meeting be no more frequently than every 3 years in any one Country.

1999 - Moscow

2000 - Vienna or Innsbruck

2001 - Forst, Germany, Munich, or Mainz?

2002 - USA

IX. COMMITTEE REPORTS:

Peer review/Grievance Committee - Kristin Stjerna reported an error in advertising for a German course regarding senior or advanced instructor status. A separate complaint was received that an instructor was not treating patients in courses as well as outside of her courses. This problem was reviewed and the situation has been corrected.

Research Committee: Dominiek Beckers reported that the activity of this Committee has been limited over the past year. He has proposed to send a new invitation out to all members requesting articles, reading lists, and reporting case studies (see separate form). Frits Westerholt reported translation of a German article to English. The article on spasticity is nearly completed and will be available to the membership in the near future.

Educational Committee: Sue Adler reported that copies of each instructors testing questions need to be submitted to the Committee members. An evaluation form for patient demonstration has been completed. The Education Committee is also reviewing all existing forms for needed modification and simplification. The Educational Committee consists of Math Buck, Louise Rutz-LaPitz, Angelika Noell-Seeger, Dominiek Beckers, and Hink Mangold.

X. COURSE INFORMATION:

- A. Frits Westerholt presented a course requirement listing on the IPNFA Basic Course, Advanced Course, Basic Course Level I and II, Advanced Course Level III, and V as well as assistantships.(see handout)
- B. Uniformity in examination. Hink Mangold reported problems with the written test translations. She questioned whether the multiple choice questions could be counted as only one correct or a point for each correct answer. Inge Berlin reported her course testing being the day following completion of the entire course. She suggested that this worked much better than having testing during the actual course time. Sue Adler reported the practical and final written test during course time. Video taped treatment sessions were done over the time of the entire course. The majority of instructors reported doing testing during course time or later in the evening during the course week. Current test questions from all questions were once again requested to be forwarded to the Educational Committee. Five questions for every instructor to be submitted to the Educational Committee by February 1, 1998. Ten correct answers out of fifteen is required for passing. Grading of correct or incorrect answers will be reviewed by the Educational Committee.
- C. The German PNF Association is working on a standardized handout on the PNF techniques. This will be optional for use by other instructors. It was discussed and recommended it is very important that the course participants receive the written handouts that cover all information to be tested. It was also strongly recommended to include related, relevant research related literature.
- D. PNF Development: Hink Mangold reported the Vallejo staff teaching in Hong Kong, Brazil, Korea. Inge Berlin reported a demonstration in China. Math Buck offered a course in Greece. Bettina Lang reported a course in Moscow, and Bettina reported a course in Warsaw. Sue also reported courses in Slovenia, and Budapest. Math Buck raised the question in regard to level of course participants in foreign countries following completion of a IPNFA Basic Course. Hink gave the introduction of two or three day short PNF courses either before or after basic course to further facilitate the participants development in learning of PNF. They should have two or three day refresher courses suggested to improve the level of

understanding and knowledge of course participants prior to a level III course.

XI. EVALUATION OF COURSE PARTICIPANTS/ASSISTANTS:

Currently active new assistants are: Bernd Anderseck, Elke Braun, Ina Brauer, Martina Broda, Herbert Bruck, Angelika Burger, Barbara Dopfer, Astrid Flender, Martina Freund, Frank Kleibrink, Dorte Kohbrok, Peter Kocher, Beate Kuhl-Blinne, Ulrike Piening, Erika Schifferegger, Cornelia Schmitt, Frederik Smedes, Friederike Stehle, Hubertus Wolters, and Marco von Frankenberg

Evaluation of Course Participants starting at the level III courses: The Assistant evaluation form can be completed with an S for satisfactory and N for not satisfactory. and then there is area available for written comments. The written test score receives an actual score, i.e. 12 out of 15 correct. The section for patient demonstration and practical test can receive an S for satisfactory.

The Assistant evaluation form PNF teaching units goes with the Assistants and does not belong in Bad Ragaz. The evaluation form headed PNF Assistant Instructor is requested that these be filled out for all Assistants legibly, completely, and with appropriate comments and recommendations. Successful completion (yes or no) must be circled. The Hermitage, Bad Ragaz will monitor the number of courses the Assistants have worked on in preparation for continuing on.

XII. PUBLIC RELATIONS:

The Swiss PNF group has made a draft of informational brochures for the IPNFA as well as for the Swiss PNF group. Connie Tanner-Braem informed the membership that the PNF brochures are the first draft and she is seeking input and ideas to further improve them for the second draft. Further suggestions are requested to be sent to Paul Zeni FAX 00417225477.

The question was raised whether further PNF shirts should be made. Hink Mangold suggested that she will make these for the 1998 Vallejo meeting.

Susan Hedin-Arden reported her book is being translated to English and French. Math Buck reported a book is coming out in Japanese, Korean, Greek, and Chinese. Beverly Meyers reports that the Fourth Edition of the PNF book is being prepared.

A reminder for continuity that all course content and time requirements have been established for the IPNFA. This is written in the IPNFA manual.

The possibility of having a PNF web site is being looked in to. A question was made to

the group with regard to a PNF presentation at the 1999 WCPT.

XIII. RECOMMENDATIONS FOR GERMAN INSURANCE COMPANIES:

Bettina Lang reported a list exists, is published, and has all instructors authorized to give PNF courses in Germany. This list includes 5 instructors not from the IPNFA. Karin Kaiser presented the goals of the German PNF Association as trying to work out German difficulties and problems outside of the IPNFA.

Differences between IPNFA and requirements of the German Insurance companies are as follows: The German Insurance companies require 2 years of post graduate experience before involvement in a course. Course hours are 120, 7.5 class hours per day maximum, minimum of 6 months from the start of a basic course before starting in a Level III course, Level I/II or III course and examination must be completed within 2 years. The examination will include two parts: theory and practical consisting of verbal and a patient/partner demonstration. A minimum of 50 percent correct answers for the written test are required for successful completion. Test questions can be multiple choice. Test questions should be from all parts of PNF. Written test time should be a minimum of 45 minutes. The practical portion of the test must be a minimum of 20 minutes. Two instructors must be present for examination. The IKK must be informed 4 weeks in advance of examination dates. The IKK will proof the course certificate for the basic course and advanced courses, and examination before the I F status will be awarded. Any part of the examination can be repeated up to 2 times. An IKK instructor must complete 5 assistantships of Level I, II, and III.

Problems identified were:

1. Repetition of exam
2. What happens to the Vallejo 3 and 6 month people.
3. During the transitional period, what happens to the Assistants now in the IPNFA system.
4. Differences in the examination.

Address for the IKK, Bundes Verband, Friedrich-Ebertstr. City is 51429 Bergisch Gladbach.

An article will be written for the German P.T. Journal explaining the differences between the IPNFA and IKK instructor.

Proposal: The IPNFA will increase the theoretical examination time to 45 minutes.

VOTE: This was accepted with 8 abstentions.

Proposal: Marcel Grzebellus proposed to take the requirement of a patient demonstration out of the practical examination. Rationell: The course participants are treating patients during all level III courses.

VOTE: Accepted 26, opposed 12, abstained 2.

Proposal: The Level IIIB course participants will continue to be tested with patient demonstrations.

VOTE: Accepted 26, opposed 5, abstained 6.

Proposal: The practical examination with a partner/instructor will be increased to lasting 20 minutes minimum.

VOTE: Accepted 29, abstained 9.

Proposal: For the Level IIIA course, successful completion of the theoretical examination will be 50 percent for IPNFA certified courses.

VOTE: Accepted 26, opposed 9, abstained 6.

Note: The Level IIIB IPNFA course continues to have a two-thirds correct answers to successfully pass the theoretical examination.

Proposal: A case study will be recommended for all IPNFA courses.

VOTE: Accepted 33, opposed 0, abstained 5.

The Educational Committee will address the status of the 3 and 6 month Vallejo participants.

XIV. PNF ASSESSMENT:

Carsten Schafer presented a PNF assessment and treatment planning form.(see separate handout) The PNF assessment treatment plan was discussed and suggested to use on a trial basis for all instructors and course participants. Their feedback and suggestions should be given to Carsten Schafer.

XV. VARIA

- A. A special thanks was given to Sue Adler for all of her work and contributions to the IPNFA in advancing the course systems.

- B. The Educational Committee will now be responsible for supervision of the course system as Sue Adler is retiring from teaching the advanced level and instructor courses.
- C. All instructors should send five (5) examination questions to the Education Committee. In the U.S. these will be sent to Hink Mangold. In Europe these should be sent to Angelika Noell-Seeger. These questions should be submitted by November 1, 1997. These questions should be submitted in multiple choice format with more than one correct answer possible. Four or five possible answers should be present. The questions can be identified as appropriate for level III and/or V. These questions must be answered correctly or incorrectly in its entirety. These test questions can be submitted in English or German. The Education Committee will review these and return a review of the questions to all advanced instructors.
- D. Review of course instructors. The Educational Committee will assume responsibility for monitoring, advancement, and teaching of instructors. The Educational Committee as a group will make a group proposal that will be presented to the general membership. The Hermitage, Bad Ragaz has had limited enrollment in the basis' level courses. Because of this, difficulties exist in continuing to have instructors course in Bad Ragaz. The Educational Committee will meet November 15, 1997 to work out further questions to be sent back to the general membership.

Proposal: Sue Adler recommended that all therapists: physical and occupational therapy be permitted to continue on in the IPNFA course system. An adhoc committee will be formed as recommended by Judy Jourdan, O.T. to review the situation of O.T.'s advancing in the IPNFA course system to make presentations.

- E. Currently the costs of the Executive Committee are paid for at 100 percent hotel and food during the meeting, and 25 percent of the travel cost are also reimbursed. This will be changed to include 50 percent of travel cost as well as 100 percent of the hotel and food during the meeting and conference fee.

VOTE: Accepted 34, opposed 0, abstained 3.

- F. Marcel Grzebellus and Carsten Schaefer have produced a video on basic PNF patterns.
- G. PNF assistantship. The IPNFA requires a minimum of 3. The IKK requires 5 assistantships on basic and advanced courses (15 weeks) total. The IPNFA requires assistantships on 3 basic and 1 advanced course s (7 weeks total).

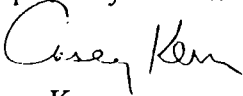
- H. Shige reports incorrect techniques of PNF have been demonstrated in Japan in book and video form. Official comments from Vallejo and the IPNFA were issued against these incorrect techniques. The first IPNFA courses have been presented in Japan in order to correct this situation.
- I. Hink Mangold has announced her retirement from Vallejo in 1 year. All interested in applying for the Director of the Vallejo PNF program should contact Hink for a job description and salary range.

If any instructor or associate member has not received the blue IPNFA manual, please contact Casey Kern or Math Buck.

A special thanks was given to the Organizing Committee of Christiana Rohling, Martina Adelman Zeuner, and Silke Skibbe.

The meeting was adjourned at 5:50p.m.

Respectfully submitted,



Casey Kern
IPNFA Secretary

D. Beckers
Oude baan 698
3630 Maasmechelen
Belgium

I-PNF-A : From the Research Committee.

Dear colleagues,

To make the Research Committee more activ, we need the cooperation of all I-PNF-A members. Because we are all practical people and most of the time treat patients or teach PNF, we mostly have not the opportunity to do some research by our own.

The small goals of the R.C. in preparation the meeting of 1998 are:

- to collect new articles and literature about facilitation and research
- look for speakers who are able to give a lecture on our meetings about case-studies, patient-research or own research.
- stimulate IPNFA-members to start some basic research with own patients.

In order to reach these goals, we need some information of all IPNFA-members:

1. Do you know or do you have recent important research about PNF, just send us the correct references or a copy of the article.

REFERENCES:

2. Do you know a person, who is able to hold a lecture about case-studies and patient-research on the next IPNFA-meeting in Vallejo in 1998.

Speaker:

3. If you are interested to get a complete literature list and to receive a disk with recent PNF-research and summaries, please send this formular as soon as possible back to the Research Committee.

Name: _____

- likes to receive a list of references
- likes to receive a disk

In name of the R.C., Dominiek Beckers.