

**INTERNATIONAL NETWORK OF PHYSICAL THERAPY REGULATORY AUTHORITIES
(INPTRA)**

**BUSINESS MEETING NOTES
June 20, 2011
Holiday Inn Amsterdam Montana Room
11:30 am**

1.0 Call to Order

Jan Robinson, Chair, opened the meeting and welcomed participants to the meeting.

2.0 Introduction of Executive Committee

Jan introduced the members of the Executive Committee from June 2007 – June 2011.

Jan Robinson (Chair) - Canada
Margaret Grant - Australia
William Hatherill – USA
Ayala Parag - Israel
Marc Seale - UK

3.0 Review of Member Charter

Jan explained the development of the Charter and sought comments and questions from participants. Jan noted that the Charter reflected the desire of INPTRA to be inclusive of individuals and organizations. There were no questions.

4.0 Receipt of Notes from Vancouver Forum - 2007

The Notes from the Vancouver Forum were tabled*and received. It was noted that the majority of tasks set for the Steering Group at that meeting had been completed. The face to face Forum was not held in Australia due to the global financial crisis. Instead, three webinars had been held and these were considered successful.

*US: proposed

5.0 Financial Statements as of April 31, 2011

The Financial Statements were tabled*. Jan reported that there were sufficient funds for INPTRA's current activities. It was noted that to date, INPTRA had relied on the Executive Committee contributions of pro bono support. In particular, the Secretariat support is provided by the College of Physiotherapists in Ontario and the website was created and hosted by the Health Professions Council in the UK and more recently is hosted by the Federation of State Boards of Physical Therapy in the US. It was estimated that a balance of around \$CA 5,000 would be in the account at the end of the fiscal year.

*US: proposed

6.0 Fees Proposal

William Hatherill spoke to the paper and sought comments and questions from the floor. Clarification was provided on the meaning of registrant and the meaning of national organisation. The definitions in the membership tables were discussed to clarify what organisations are eligible to join under each category.

It was noted that there is potential for the membership to become weighted by a particular country and then that country would potentially have disproportionate influencing votes. The Executive Committee will monitor the potential for this but it was not generally considered to be a risk as the activities of INPTRA are not really subject to voting by members.

A motion to accept the dues proposal as tabled* was proposed by Dianne Millette (Canada) and seconded by Brenda Hudson (Canada). All present were in favour, apart from two abstentions. No participants opposed the motion.

*US: as proposed

<p>ACTION: The Executive Committee will set the fiscal year and circulate details of implementation of the fees.</p>

7.0 INPTRA as a Regulatory Resource

Marc Seale spoke to a paper that presented an example of the range of regulatory approaches. It was identified that it was not just affluent countries that have an interest in regulation of physiotherapy and physiotherapists.

8.0 Appointment of next Executive Committee

The Executive Committee 2011 – 2015 were appointed as follows:

William Hatherill – USA
Ayala Parag - Israel
Jan Robinson - Canada
Glenn Ruscoe - Australia
Greg Ross -Sampson – UK

A Chair will be appointed at the first Executive Committee meeting. Until then, Jan Robinson will continue as Chair. Motion proposed by Brenda Hudson and seconded by Lucie Forget. It was clarified that it is not necessary for the Executive Committee to include nominees from specific countries. The motion was carried unanimously.

9.0 Executive Committee charge 2011-2015

The following matters were identified as important in the next four years:

1. Continue the Webex sessions with topics based on discussion and issues raised at the Forum in Amsterdam.
2. Continue to develop the network with a focus on inclusion of countries developing regulation.
3. Explore whether there is an opportunity for INPTRA to develop a repository on its website to share data.
4. Further develop the content of the Charter by creating structure around processes Eg define the fiscal year, formalize how the Secretariat is appointed, draft By-laws and rules. It was agreed that the Charter provides the initial elements for the formalisation of structure.
5. Consider strategies to facilitate workforce mobility and reduce the bureaucratic burden faced by international physiotherapy graduates.
6. Explore how to engage the education community more around the nexus of education (standards and quality mechanisms) with regulation.

7. Direct focus and energy on expanding membership. It was agreed that a target should be set.

8. Share research on effective regulation via the website, webinars and at the next Forum.

10.0 Jan extended thanks to Marc Seale and Margaret Grant for their contributions to the Executive Committee.

11.0 Adjournment – the meeting closed at 1:00 pm.