

COTEC Annual Report 2014

In this annual report the Executive Committee wants to inform the Members about actions taken in 2014. Most of the actions were also previously reported in the Newsletters. The year 2014 was marked for the Executive Committee in 'finding their feet' as a group. In December Helena Cronebäck however resigned from her post as Member of the Executive Committee, which meant tasks had to be re-divided.

Executive Committee meetings

- Monthly Skype meetings with the full Executive Committee
- Various Skype meetings in different constellations around specific tasks e.g. Governance, Communications
- Four face-to-face Interim Meetings in
 - Brussels, February 1-5
 - London, June 9-11 (funded by NBCOT)
 - Nijmegen, October 24-27, adjoined with the General Assembly
 - Köln, November 15-17

Brussels was the first face to face meeting with the newly elected Executive Committee. The Committee combined this meeting with attendance at a workshop at EPHA to learn about effective ways of working at the EU level.

Items discussed in Brussels:

- action plan revision, prioritising according to the 1st GA in Malta. A working document was made, which has been updated during the year
- tasks divided between the members
- start with governance handbook & communication strategy
- start revising and updating the Constitution and the Rules of Procedure
- transparency register application was completed

June Interim meeting was arranged in London adjoined to the International Occupational Therapy Regulatory Forum organised by the National Board for Certification in Occupational Therapy, NBCOT. The main topics of the meeting were the Governance day agenda, communications strategy and governance handbook.

The meeting in Nijmegen was held days prior and after the General Assembly and the focus was on the meeting preparations and planning the actions that raised from the meeting. Meetings with both ENOTHE and WFOT VP Finance were also held.

The last meeting of the year was held in Köln and the following topics were worked and discussed

- online questionnaire for feedback on GA and governance day
- COTEC accounts
- General Assembly agenda and Governance day program 2015
- website
- participation research Inequity by disease

- Rules of procedures, Constitution, governance handbook, communication strategy, action plan
- COTEC-ENOTE Joint congress 2016

Executive Committee also participated in

- EPHA workshop about demystifying the EU bubble
- First National Health Sciences Congress, Hacettepe University, Ankara , Turkey (President)

Extra meetings with

- ENOTHE President Brian Ellingham and a board member of ENOTHE in Brussels
- Marije Bolt, COTEC and ENOTHE representative in the European Forum of Primary Care (EFPC) advisory board, Brussels
- ENOTHE board in Nijmegen

Annual REPORT: Action plan for COTEC 2014

1. Values of Occupational Therapy in Europe

GOAL	ACTION	REPORT	OUTCOMES
<p>Human rights and diversity</p>	<p>Establish contact with the WHO Europe together with WFOT</p>	<ul style="list-style-type: none"> • <u>Coordinated/Integrated Health service Delivery (CIHSD)</u> On April 1st the President of ENOTHE and COTEC President were invited to participate in the Coordinated/Integrated Health service Delivery High-Level Consultation in Brussels. This was a great opportunity to build networks and to inform the participants about OT. This was a good opportunity to strengthen our contacts with WHO-EU region and other organizations like Eurocarers and European Patients Forum. • <u>WHO 64th Europe Regional Committee, Copenhagen, 15-18 September 2014</u> COTEC was invited, by WFOT, to attend the 64th Europe Regional Committee, a demonstration of our action to strengthen collaboration with our partners. COTEC Vice President Anne Lawson-Porter attended together with Samantha Shann, WFOT Vice President Finance. The WHO Europe Regional Committee, is a business meeting of the 53 Member States of the WHO Europe Region. It 	<ul style="list-style-type: none"> • networking • informed participants about OT • strengthened contact with WHO-Europe • established/strengthened contacts with other organisations e.g. Euro-carers and European Patients Forum. Working closely with server users organisations is useful as being rather influential they can be our 'promoters' in Europe. • Strengthening relations with WFOT • Raise our profile in WHO European Region • networking opportunities

		<p>presents information, discusses and produces resolutions on topics of significant health interest both across the region and the world.</p>	
<p>Inclusion and participation</p>		<ul style="list-style-type: none"> • <u>Equity Action</u> Stephanie Saenger and Renée Oltman attended the Equity Action conference in Brussels January 23, 2014. Equity Action is the EU funded Joint Action on Health Inequalities focusing on developing knowledge for action on health inequalities. • <u>Conference of the European Forum for Primary Care (EFPC) September 1-2, 2014</u> Marije Bolt formally represented COTEC and ENOTHE at the conference held in Barcelona. The conference was successful in promoting the role and value of OT in primary care. • <u>Coordinated/Integrated Health service Delivery (CIHSD) see point WHO</u> • <u>EPHA Working Groups on Health Professions & Policy Coordination Meeting</u> COTEC president attended the first of two annual EPHA Working Groups on Health Professionals which took place on the morning of 8 May followed by the monthly Policy Coordination Meeting. 	<ul style="list-style-type: none"> • Networking • Offer to discuss possibilities for OT to join research project National Institute for Public Health and Environment • Official compliments from participants to EFPC about the visible and good contribution of OT at the congress • Mentioning of OT as important profession in Primary Care in opening speech by president EFPC • OT students presented and stepped in EU arena • <i>see elsewhere</i> • raised visibility of OT by other EPHA members • compliments received on OT in Tuning process • raised awareness of possibilities of OT in EPHA staff • information and advice received on consultations

2. Health and social affairs in the European countries

GOAL	ACTION	REPORT	OUTCOMES
<p>Health and welfare for the European population</p>	<p>Participate in the EPHA meeting and learn how EPHA can be useful in the political work of COTEC</p>	<ul style="list-style-type: none"> • <u>Executive committee commissioned a workshop at EPHA on "Demystifying the EU bubble"</u> Information about OT was given to the EPHA staff members • <u>EPHA Working Groups on Health Professions & Policy Coordination Meeting</u> COTEC president attended the first of two annual EPHA Working Groups on Health Professionals which took place on the morning of 8 May followed by the monthly Policy Coordination Meeting. • <u>Occupational Therapy mentioned in the Definition of Primary Care</u> Occupational therapy is now formally referred to as important profession in Primary care in the New Definition of Primary Care, made by the Expert Panel On Effective Ways in Investing in Health of the European Commission. 	<ul style="list-style-type: none"> • more knowledge vice versa and better relations with EPHA • information to make right choices in priorities and realistic timeline (launch etc.) • strengthening relation with ENOTHE • <i>see elsewhere</i> • Occupational Therapy is mentioned in the new Definition of primary Care. • raises profile of OT in Europe with disciplines in primary care • accessibility for EU citizens to OT in PC • this information is, and can be used in political work in Member Associations to strengthen the position of OT nationally

		<ul style="list-style-type: none"> • <u>EPHA Professional Development Program, PDP</u> Anne Lawson Porter participated in a PDP course of EPHA and learned about strategic communication and the way EU works. 	<ul style="list-style-type: none"> • knowledge about strategic communication and the way EU works. • contacts made with EPDA which resulted in participation in EU projects
	Participate in open discussions related to EU health strategy	<ul style="list-style-type: none"> • <u>Consultation on Primary Care</u> COTEC answered a call of the European Commission on the preliminary opinion on the 'Definition of a frame of reference in relation to primary care with a special emphasis on financing systems and referral systems'. COTEC's contribution was also shared with EPHA. • <u>Consultation on European Commission's Impact Assessment guidelines</u> was done with EPHA. 	<ul style="list-style-type: none"> • <i>see elsewhere</i> • participation of COTEC in EPHA very much appreciated, better relations, OT will be more in the minds of EPHA staff
Sustainable health and social care	Make and distribute information on OT relevant to the Health Strategy 2020	<ul style="list-style-type: none"> • <u>Equity Action</u> Two Executive Committee members attended the Equity Action conference in Brussels January 23, 2014. Equity Action is the EU funded Joint Action on Health Inequalities focusing on developing knowledge for action on health inequalities. • <u>European Parkinson's Disease Association, EPDA</u> Progress continues to be made by EPDA on its research programme My PD Journey. In August this year, 	<ul style="list-style-type: none"> • <i>see elsewhere</i> • OT researcher is now member of Advisory Board "My PD journey" representing COTEC • Start has been made with identifying occupational therapists, experts in PD and / or research from different countries to contribute in regional projects

		<ul style="list-style-type: none"> • <u>Mental Health Index</u> COTEC was asked to participate in the expert panel contributing to the development of an index on the active integration of people with serious mental illness - an EIU research project commissioned by Janssen. The Index, which was launched in Brussels Oct 10th, 2014 	<ul style="list-style-type: none"> • Vice president is member of EPDA group • Although Occupational Therapy was included in the first draft of the index, due to a lack of comparable data Occupational Therapy will not be an indicator in the final version. This is disappointing, however in the process the voice of Occupational Therapy was heard and OT will be mentioned in varied materials • Mental Health Index and White paper were sent out to members • Representative attended the launch meeting of the Index at the European Parliament Interest Group on Mental Health in Brussels.
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3. Occupational Therapy Practice and Development

GOAL	ACTION	REPORT	OUTCOMES
Education and professional developments	Develop a common website with ENOTHE	<ul style="list-style-type: none"> • Potential web designers have been approached, two quotes were asked • Logos were designed • Meetings in smaller groups were held in Brussels and London 	<ul style="list-style-type: none"> • Logos are designed
	Strengthen the cooperation with WFOT	<ul style="list-style-type: none"> • The 64th Europe Regional Committee WHO COTEC was invited, by WFOT, to attend, the 64th Europe Regional Committee 	<ul style="list-style-type: none"> • <i>see elsewhere</i>

4. Labour market

GOAL	ACTION	REPORT	OUTCOMES
<p>Mobility</p>	<p>Regulatory meeting</p>	<ul style="list-style-type: none"> • <u>International Occupational Therapy Regulatory Forum</u> In June COTEC Executive Committee followed an invitation from National Board for Certification in Occupational Therapy, NBCOT, to London where the <i>International Occupational Therapy Regulatory Forum</i> took place under the theme: <i>Building a Global Occupational Therapy Regulatory Community</i>. • <u>EPHA Working Groups on Health Professions & Policy Coordination Meeting</u> COTEC President attended the first of two annual EPHA Working Groups on Health Professionals. • <u>EU Consultation on Working time directive</u> 	<ul style="list-style-type: none"> • Thirty people from 18 countries followed NBCOT's invitation and discussed various topics around regulatory governance of OTs and their educational accreditation as well as frameworks for continuing competency and scopes of practice • report from participants in Governance day • supports Member Associations in regulatory issues • strengthening global network • <i>see elsewhere</i> • Executive Committee sent out information about the Online Public Consultation on the Review of the Working Time Directive

5. The organization

GOAL	ACTION	REPORT	OUTCOMES
Implementing the new organizational model		<ul style="list-style-type: none"> Executive Committee members have been working on ongoing actions like <ul style="list-style-type: none"> Constitution and Rules of Procedures, Communication Strategy, Governance Handbook and the Administration Correspondence 	<ul style="list-style-type: none"> proposal constitution at GA draft Governance Handbook: more transparency draft Communication strategy: more transparency, better communication with members and outside world
	Organize the second COTEC General Assembly	<ul style="list-style-type: none"> The second General Assembly was held in Nijmegen 25th -26th of October. Call for items to the action plan for 2015, information for the election and invitation to the General Assembly were sent out. A program for the Governance day was made. The agenda and papers were prepared and sent out two months prior the meeting 	<ul style="list-style-type: none"> good discussion between Members about different topics during the Governance day evaluation positive see minutes meeting
	Establish the new organisation	<ul style="list-style-type: none"> Executive Committee members have been working on ongoing actions like <ul style="list-style-type: none"> Constitution and Rules of Procedures Communication Strategy Governance Handbook and administration Correspondence 	<ul style="list-style-type: none"> <i>see elsewhere</i>
Strengthen the cooperation with the Member Associations		<ul style="list-style-type: none"> The Executive Committee has prepared four Newsletters which have been circulated to the Member Associations and other stakeholders 	<ul style="list-style-type: none"> 4 newsletters send out and on published on the website sharing information giving opportunities for involvement on National and European level

		<ul style="list-style-type: none"> • National OT Association of Portugal, APTO On request the Executive Committee wrote a letter to support APTO in their effort to keep the OT profession and OT education an independent profession in its own right. • British Association of Occupational Therapists and College of Occupational Therapy / 38th Annual Conference of COT in Brighton. The president attended the 38th Annual Conference of COT in Brighton. • National OT Association of Italy, AITO On request the Executive Committee wrote a letter to support AITO in their effort to keep the OT profession and OT education an independent profession in its own right. • National OT Association of Hungary, METE Correspondence about the situation on law on education • National OT association of Austria and the National OT Association of Turkey invited 	<ul style="list-style-type: none"> • compliments of other organizations and groups like EFPC and EFAD, which gives opportunities to collaborate • active participation of members • no feedback received • Together with Camilla Cox, the UK delegate for WFOT, COTEC President presented and discussed the work of COTEC in the international fringe meeting. • COTEC was informed about OT issues relevant in UK • no feedback received • no feedback received
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		<p>COTEC president to be a key note speaker at their conference.</p> <ul style="list-style-type: none"> Contact was made with the national associations of Romania, Russia and Turkey about applying for COTEC membership. 	<ul style="list-style-type: none"> President held a key note presentation at the First National Health Sciences Congress, Hacettepe University, Ankara, Turkey and a COTEC presentation for OT students visibility COTEC and OT was raised COTEC will be informed about state of the art in Turkey and relevant OT issues possible new members for COTEC
Communication strategies	Update the website and prepare for a joint website with ENOTHE	<ul style="list-style-type: none"> The website will still be updated but it is also characterized by the situation that it is an old fashion site and we are waiting for the new common portal with ENOTHE. Potential web designers have been approached, two quotes were asked discussions with ENOTHE Logos were designed for both COTEC and ENOTHE 	<ul style="list-style-type: none"> Newsletters were posted on website GA information was put in delegates area items were deleted or updated decision is made together with ENOTHE board clear connection between OT-organisations by logo design
	Newsletters and Communication	<ul style="list-style-type: none"> 4 newsletters were send out to the National Associations In the newsletters also invitations to participate in EU projects were published a start has been made with a communication strategy 	<ul style="list-style-type: none"> <i>see elsewhere</i>
Cooperation with	Work further with the	<ul style="list-style-type: none"> Two members of the ENOTHE board were 	<ul style="list-style-type: none"> <i>see elsewhere</i>

<p>other organisations and networks</p>	<p>plan for closer cooperation with ENOTHE</p>	<p>invited to the workshop of EPHA in Brussels</p> <ul style="list-style-type: none"> • Meetings in smaller groups were held in Brussels and London • The Link person to ENOTHE board has had several Skype meetings • The Joint congress core committee has been formed and had several Skype meetings • The GA in Nijmegen will give opportunities for networking with ENOTHE <ul style="list-style-type: none"> • Link person to the COTEC Executive Committee is established. Link person is invited to join social evening as guest and GA as observer 	<ul style="list-style-type: none"> • Joint congress core committee has been formed • Executive joined Social Evening with ENOTHE • COTEC members joined HvB lecture at ENOTHE Annual Meeting • meeting with Jan de Masseneer Chair EFPC <ul style="list-style-type: none"> • extra link with ENOTHE • presence of ENOTHE board at COTEC GA
	<p>Other networks EPHA, EFPC, ProFouND, EPDA, EFAD, WEMOS</p>	<ul style="list-style-type: none"> • <u>EPHA</u> <ul style="list-style-type: none"> • Workshop, two annual meetings and GAs, Working group on Health Professionals • <u>EFPC</u> <ul style="list-style-type: none"> • Advisory board, conference, participating in ENOTHE marketplace 	<ul style="list-style-type: none"> • <i>see elsewhere</i> • Representative joins ENOTHE meeting for presenting Poster, networking and reporting reasons • <i>see elsewhere</i> • workshop on OT and ProFouND was given at EFPC Barcelona • OT was valued as profession • ProFouND marketplace in ENOTHE

		<ul style="list-style-type: none"> • On initiative of the chair of EFPC participating in research project survey about Inequity by Disease, undertaken by the University of Ghent, Belgium • <u>Fall Prevention: ProFouND meeting in Brussels,</u> Marije Bolt, official COTEC and ENOTHE representative in the European Forum for Primary Care (EFPC) attended the first EU level Summit meeting of ProFouND, a thematic network of the European Commission, focussed on prevention of falls. • <u>European Parkinson's Disease Association launches a new Strategic Health Initiative – My PD Journey</u> In April this year, the EPDA launched its SHI, in collaboration with EPHA, EFPC, Eurocarers, The European Patients Forum (EPF) and the European Brain Council (EBC,) supported by AbbVie. <ul style="list-style-type: none"> • <u>WEMOS</u> Meeting with Health advocate on strategy for COTEC to be effective in EU • European Federation of the Associations of Dietitians, EFAD • Standing Liaison Committee of E.U. Speech 	<ul style="list-style-type: none"> • In December the Executive Committee sent out a call to members to participate in a research project about Inequity by Disease. Opportunity to influence the person centred delivery of services to clients. • Occupational therapists are included as important stakeholders in the SHI project plan. • <i>see elsewhere</i> • COTEC strategy was seen as effective priorities of focus were discussed • exchange of Newsletters, informal contacts made
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		<p>and Language Therapists and Logopedists, CPLOL</p> <ul style="list-style-type: none"> • COTEC was invited to join a <u>HORIZON 2020 project</u> led by the Technical University of Delft, The Netherlands to explore the possibilities to be a partner in a consortium for HORIZON 2020 to address the call "technologies for better human learning and teaching" 	<ul style="list-style-type: none"> • contacts are re-established • excellent opportunity for OT to make a step forward on ICT • opportunity to work together with OT-programmes
<p>Strengthen communication with EU</p>	<p>Use the membership in EPHA and EFPC to strengthen the strategy for working towards EU</p>	<ul style="list-style-type: none"> • <u>EPHA</u> The 4th and 5th Annual conference and the General Assembly for <u>EPHA</u> (European Public Health Alliance) were attended by the COTEC President in September 2014. • <u>Equity Action</u> Two Executive Committee members attended the Equity Action conference in Brussels January 23, 2014. • <u>CIHSD</u> On April 1st the Presidents of both ENOTHE and COTEC were invited to participate in the Coordinated/Integrated Health service Delivery High-Level Consultation in Brussels • <u>EU Consultations</u> Executive Committee is informed by the transparency register about relevant consultations 	<ul style="list-style-type: none"> • Contacts made with e.g. WEMOS, IAPB (International Agency for the Prevention of Blindness) and PHA Europe (European Pulmonary Hypertension Association) • <i>see elsewhere</i> • <i>see elsewhere</i> • <i>see elsewhere</i>