

## COTEC Annual Report 2016

In this Annual report, the Executive Committee wants to inform its Members about actions taken in 2016. Most of them were also previously reported in COTEC's Newsletters during 2016.

The first joint COTEC-ENOTHE congress in Galway took a lot of time and was a successful event, where the launch of OT-EU was favourably received. The Executive Committee is very pleased with the election of Eva Denysiuk as new VP Finance, who has taken up her tasks in a very skilled and enthusiastic way.

The Executive Committee is succeeding in making the voice of occupational therapy stronger and heard by others. However, this results in more invitations and more work for the members of the Executive Committee and the need of more human resources. The extra work also influences the budget. To keep the costs as low as possible the Executive Committee met twice at the presidents' house, but this prevents showing insight in the realistic costs of running an organisation in a sustainable way. For this reason, the Executive Committee has decided to make a *parallel budget* which estimates the realistic costs.

As the focus on mental health area is growing the Executive Committee is strengthening the relations with groups working in mental health via WHO-Europe and Mental Health Europe.

The Executive Committee is very pleased that a number of nominated experts for the COTEC Register of Experts were at the special Expert meeting in Galway, June 16<sup>th</sup>, and were willing to represent COTEC in conferences and meetings all over Europe. Only with the support of Members in the way of acting on calls, representation and sharing knowledge will COTEC be able to reach its goal to make high quality occupational therapy available, accessible, visible and valued in Europe.

The website is further developed and is a source of information and a tool to enable Members and individual occupational therapists to participate in actions, conferences, surveys and consultations. Twitter and Facebook are actively used to alert members and individual occupational therapists to varied calls for action and to show the outside world the occupational perspective of wellbeing and health and to promote the work of COTEC.

The Executive Committee, and especially the OT-EU coordinating group, existing of the presidents and vice presidents of both COTEC and ENOTHE, made steps to explore ways for running the organisations in a more sustainable way and to decide how to go forward with the OT- EU umbrella.

An overview of the actions in the year 2016 is given in bullet points, the actions are related to the Action Plan 2016 in the schedule below.

I would like to thank the Executive Committee members for all their time and efforts they have given to make all this work possible and all members, experts and individuals who have supported us in any way.



Stephanie Saenger  
President of COTEC

## Meetings 2016

### Executive Committee meetings

- Monthly Skype meetings with the full Executive Committee
- Four face-to-face Interim meetings.
  - Abcoude, January (with ENOTHE)
  - Köln, March
  - Galway, June (with ENOTHE)
  - Abcoude, September (with ENOTHE)

### Items discussed in Abcoude

- Joint congress Galway
- Workshops OT-EU for Galway
- OT-EU collaboration
- Definition of occupational therapy for OT-EU website,
- Joint working groups e.g. office, website
- Websites

### Items discussed in Köln

- Action plan revision, Strategic plan 2017-2020
- Preparing General Assembly
- Joint Congress Galway
- Register of Experts, guideline
- Other alliances
- Communication Executive Committee

### General Assembly pre- and post meeting in Galway

- Meeting with the WFOT president
- Planning joint congress, meeting with the local organisation committee
- Joint meeting with the ENOTHE board, cooperation, PR, OT-EU
- Meeting with Turkish delegation from Hacettepe University Ankara (together with ENOTHE president)
- Meeting with the APETO delegate of Spain (together with WFOT president)
- Meeting with a Romanian OT- student (together with ENOTHE president)
- Meeting with Experts of the Register of Experts
- Evaluating GA
- Introducing new EC member Eva Denysiuk into her office
- Dividing tasks

### Interim meeting Abcoude

- Joint meeting with the ENOTHE board, cooperation, PR, OT-EU
- Joint OT-EU working groups on e.g. legal entity, joint office, website, refugees & migrants, research

**Projects, conferences and external meetings, participated in**

- **Final Consultation of the European Framework for Action on Coordinated Integrated Health Services Delivery**, Copenhagen, May 2-3, 2016. (President & president ENOTHE)
- **16th International Conference on Integrated Care "A movement for Change: Enabling People-Centred and Integrated Health and Social Care"**, Barcelona, May 23-25, 2016 (Expert Primary Care)
- **WHO Regional Committee for Europe, meeting of Staff groups active in mental health in the European Region**, Copenhagen, June 7th, 2016. (President) With presidents of European associations psychologists (EFPA), psychiatrists (EPA), mental health nurses (Horatio), and social workers (IFSW), Physiotherapists working in Mental Health (IOPTMH)
- **High level Policy Round table**, "Making Patient Empowerment a reality" organised by the European Patients Forum (EPF) Brussels, June 22, 2016. (President)
- Meeting of **European Parliament Interest Group on Mental Health, Well-being and Brain Disorders**, organised by European Brain Council (EBC) and Global Alliance of Mental Illness Advocacy Networks-Europe (GAMIAN-Europe) Brussels, July 13, 2016. (VP Finance)
- **20<sup>th</sup> Anniversary Conference of the Latvian Association of Occupational Therapists "New Technologies - challenges and opportunities for occupational therapy practice in Latvia"**. Jurmala, Latvia, August 27-28, 2016. (VP Administration)
- **Advisory board of European Forum of Primary Care (EFPC) and 11<sup>th</sup> EFPC conference** in Riga, September 3-6, 2016. Presentation of the draft Position Paper OT & primary Care (President and 2 representatives of the advisory board EFPC)
- **WHO Regional Committee for Europe 66<sup>th</sup> session** in Copenhagen, Denmark on September 12- 15, 2016, on invitation of WFOT partly together with the president of the Danish Association of Occupational Therapists. (President)
- **Science Business and Healthy Measures event**: 'The data challenge: how and why do we measure patient outcomes', December 16, 2016. (Expert Research, Register of Experts)
- **WHO Regional Committee for Europe, meeting of Staff groups active in mental health in the European Region**, Copenhagen, December 19, 2016.

**Consultations, Surveys, letters and declarations**

- Public consultation on **European Skills Competences of Skills/Qualifications and Occupations (ESCO)** (together with Experts of COTEC & ENOTHE, closed in February 2016)
- Public Consultation on Qualification Frameworks (Expert)
- Public Consultation on the review of the European Disability Strategy 2010-2020
- Feedback on Roadmap on Patient Empowerment (EPF)

**Publications**

- COTEC Summary of the Occupational Therapy Profession 2016, April 2016
- Publication on COTEC, EPF patient Empowerment Campaign and the joint Congress in Ergoscience, January 2016 (President)
- Part in Chapter in "The European Perspectives of Occupational Therapy in Mental Health: The Council of Occupational Therapists for the European Countries (COTEC)

actions" in the Greek book "The Contribution of Occupational Therapy in Psychiatric Treatment" (Katerina Veneri, COTEC, Greece & President)

- Position Statement Occupational Therapy perspective on integrated care (COTEC website <http://www.coteceurope.eu/wp-content/uploads/2015/07/Occupational-Therapy-perspective-on-Integrated-Care.pdf>) (President & VP)
- Article on COTEC work for the Latvian anniversary Newsletter in August (VP Admin)
- Article about the Joint Congress. WFOT Bulletin, published autumn 2016 (VP)
- BJOT editorial on the outcome of the OTEU workshops (President, VP & President ENOTHE)
- Five COTEC Newsletters, one special edition for the congress



## COTEC Annual report 2016 in terms of the Action plan

Category	Action	Political Programme	Notes	Actions taken	Outcomes
1. Building relationships with NGOs	1) Participate in EPHA and EFPC meetings and groups and learn how both can be useful in the political work of COTEC.	2a,5c,5d		<ul style="list-style-type: none"> <li>○ <u>EPHA membership was terminated</u> goals and memberships fee did not meet COTEC's needs</li> <li>○ <u>EFPC</u></li> <li>○ Advisory board, conference, participating in EFPC Riga in September. President attended EFPC conference in Riga COTEC banner and PR material was given, Workshop was held by President and EFPC advisory board member about OT in Primary care</li> <li>○ New representative COTEC was elected in Advisory board</li> <li>○ <u>EFAD (EU Dieticians)</u></li> <li><u>EFPA (EU psychologists), EPA (EU Psychiatrists, Horatio (psychiatric Nurses, IFSW (social workers) IOPTMH (PT's in Mental Health)</u></li> </ul>	<ul style="list-style-type: none"> <li>○ raising visibility</li> <li>○ Position paper on OT and Primary Care project group</li> <li>○ More visibility and understanding of OT in PC</li> <li>○ Participation Latvian OT's in EFP</li> <li>○ exchange of Newsletters</li> <li>○ relationships strengthened, invitation to all to speak at Horatio Festival in 2017</li> </ul>
	2) In cooperation with the National Associations (NA) make an	2a,5a,5d	A general lobbying	○ no action taken	

	overview of Members of the European Parliament (MEP) that are involved in health and social policy in EU and identify key areas / topics for action		<b>approach has been deferred in favour of a more targeted approach</b>		
	4) Continue to create position statement(s) as required, on relevant topic(s) on OT related to European priorities e.g. Primary Care	<b>2b</b>		<ul style="list-style-type: none"> <li>○ Project group Statement OT in Primary care is progressing</li> </ul>	<ul style="list-style-type: none"> <li>○ Workshops were held in Riga at EFPC conference and in Galway as OT-EU workshop</li> <li>○ Contacts for publications are made</li> </ul>
	5) Establish a formalised collaboration with ENOTHE with an agreed infrastructure to support a unified European approach, including further development and launch of a joint web portal and implementation of the Joint Congress in 2016	<b>5c</b>	<b>This action is also formalised within the Strategic Plan for 2017-2020</b>	<ul style="list-style-type: none"> <li>○ The <u>Joint congress core committee</u> had several Skype meetings</li> <li>○ Joint meeting with ENOTHE board</li> <li>○ OT-EU coordinating group was established presidents &amp; VP COTEC and ENOTHE</li> </ul>	<ul style="list-style-type: none"> <li>○ joint congress was discussed, programme finalised, Congress was held</li> <li>○ OT EU workshops were given in Galway</li> </ul>
	6) Participate in online consultations related to EU health strategy as required	<b>2a</b>		<ul style="list-style-type: none"> <li>○ Answered public consultation on the disability strategy</li> </ul>	<ul style="list-style-type: none"> <li>○ raise visibility of COTEC work and the occupational perspective of wellbeing and health</li> </ul>

				<ul style="list-style-type: none"> <li>○ Relevant Tweets were send, retweeted and cited with OT perspective</li> <li>○ Answered EU consultation on Quality Frameworks (expert)</li> <li>○ ScienceBusiness and Healthy Measures event: The Data Challenge; how and why do we measure patient outcomes”</li> </ul>	<ul style="list-style-type: none"> <li>○ more exposure and OT perspective heard</li> <li>○ more exposure and OT perspective heard</li> </ul>
	7) Further develop alliances, partnerships and networks with other health, social care and patient organisations e.g. EPDA, EPF and Eurocarers and EU Platforms	2a	New alliances are being explored	<ul style="list-style-type: none"> <li>○ Contacts with EFPC were continued</li> <li>○ <b>High level Policy Round table</b>, “Making Patient Empowerment a reality” organised by the European Patients Forum (EPF) Brussels, June 22, 2016. (President)</li> <li>○ Feedback given on the draft Roadmap on Patient Empowerment was given</li> <li>○ <u>European Parkinson’s Disease Association, EPDA</u></li> <li>○ Call for involvement in project was send out</li> </ul>	<p>Visibility raised, contact made, PR materials for MEP’s</p> <ul style="list-style-type: none"> <li>○ OT researcher is member of Advisory Board "My PD journey" representing COTEC</li> <li>○ Vice president is member of EPDA group</li> </ul>



				<ul style="list-style-type: none"> <li>○ Call was send out to member associations (March)</li> <li>○ A brochure was published in 2016, COTEC logo was on</li> </ul>
8) Cooperate with WFOT as a regional member to collaborate in the work of WHO Europe (or independently)	<b>1a</b>		<ul style="list-style-type: none"> <li>○ COTEC President and the President of the Danish Association of Occupational Therapy (partly) participated in the <b>WHO Regional Committee for Europe 66<sup>th</sup></b> session in Copenhagen</li> <li>○ Answered WFOT calls and questions</li> <li>○ WFOT president attended COTEC GA as an observer</li> <li>○ Meeting with WFOT president in Galway</li> <li>○ Meeting with WFOT president and APETO in Galway</li> <li>○ TweetSheet was made for members for World OT day and COTEC Facebook page was launched Facebook on the World OT day</li> </ul>	<ul style="list-style-type: none"> <li>○ Networking, raising visibility, contacts with WHO, Alzheimer Europe, International Federation of Medical Students' Associations (IFSMA), association of Palliative Care and others</li> </ul>

				<ul style="list-style-type: none"> <li>○ <b>Two WHO</b> meetings of Staff groups active in mental health in the European Region. This meeting at the WHO office in Copenhagen for presidents of European associations acting on behalf of occupational therapists (COTEC), psychologists (<b>EFPA</b>), psychiatrists (<b>EPA</b>), mental health nurses (<b>Horatio</b>), and social workers (<b>IFSW</b>) and Physiotherapists working in Mental Health (<b>IOPTMH</b> part of <b>ER-WCPT</b>) joined in September 2016</li> <li>○ President attended Final Consultation of the European Framework for Action on Coordinated Integrated Health Services Delivery</li> <li>○ Position Statement Occupational Therapy perspective on integrated care</li> </ul>	<ul style="list-style-type: none"> <li>○ A Consensus Statement (instead of a letter of intent) is being written and will be signed and published</li> <li>○ Visibility raised in panel discussion</li> <li>○ Relationships strengthened with EFPC, EBC, Eurocare<u>rs</u>,</li> <li>○ Information on website</li> </ul>
--	--	--	--	---	---

<p><b>2.Supporting Member Associations</b></p>	<p>9) Identify and implement strategies to support NAs through a stronger network infrastructure.</p>	<p>5a</p>	<p><b>Inform and involve members</b></p>	<ul style="list-style-type: none"> <li>○ <u>The Executive Committee published five Newsletters</u> Four regular newsletters and a special Congress newsletter</li>   <li>○ <u>Register of Experts</u> was further developed Meeting was held in Galway see elsewhere</li> </ul>	<ul style="list-style-type: none"> <li>○ 5 newsletters sent out to Members and published on website</li> <li>○ Congress newsletter gave insight I history &amp; development of COTEC</li> <li>○ sharing information</li> <li>○ giving opportunities for involvement on National and European level</li>   <li>○ more connections</li> <li>○ enables COTEC to act in a timely way</li> <li>○ enables COTEC and experts to share information</li> <li>○ representation in meetings or consultations</li> <li>○ sharing experience</li> <li>○ raising visibility</li> </ul>
	<p>10) Create opportunities for the NAs to share best practice around the creation of specialist interests.</p>	<p>3a</p>		<ul style="list-style-type: none"> <li>○ Meeting with Representative Estonian Association about internal issues</li> <li>○ Letter in answer to questions raised by Estonian association, proposal for workshop in Baltic countries</li> </ul>	<ul style="list-style-type: none"> <li>○ supporting national associations in their efforts to become an effective organisation</li> </ul>

				<ul style="list-style-type: none"> <li>○ Planning and preparing the Baltic workshop, info and invitation were sent out</li> <li>○ Hip fracture study was circulated to Members and posted on Facebook</li> <li>○ Publication on COTEC, EPF patient Empowerment Campaign and the joint Congress in Ergoscience, January 2016</li> <li>○ Part in Chapter in "The European Perspectives of Occupational Therapy in Mental Health: The Council of Occupational Therapists for the European Countries (COTEC) actions" in the Greek book "The Contribution of Occupational Therapy in Psychiatric Treatment" (authors Katerina Veneri, COTEC representative for Greece &amp; President)</li> <li>○ Picture poster competition was organised</li> <li>○ <b>20<sup>th</sup> Anniversary Conference of the Latvian Association of</b></li> </ul>	<ul style="list-style-type: none"> <li>○ Enabling NAs to be involved</li> <li>○ Raise OT perspective</li> <li>○ more visibility</li> <li>○ more visibility</li> <li>○ only two posters were submitted</li> <li>○ strengthening contacts</li> </ul>
--	--	--	--	--	--

				<p><b>Occupational Therapists</b> <i>"New Technologies - challenges and opportunities for occupational therapy practice in Latvia"</i>. Jurmala, Latvia, August 27-28, 2016. (VP-Administration)</p> <ul style="list-style-type: none"> <li>○ short article written for the Latvian anniversary Newsletter in August</li> <li>○ <u>Joint Congress</u> 2020 Association of the Czech Republic presented plans in Galway</li> <li>○ <u>Summary of Profession</u></li> <li>○ information was collected and data edited and sent out and published on website</li> <li>○ Website is used to inform and involve members</li> <li>○ Twitter is used actively</li> <li>○ Facebook page started</li> <li>○ COTEC website was updated</li> <li>○ OT EU website has started</li> <li>○ Twitter &amp; Facebook are used actively</li> <li>○ Relevant tweets are sent, retweeted and cited</li> </ul>	<ul style="list-style-type: none"> <li>○ raise visibility COTEC</li> <li>○ promote Joint congress 2020</li> <li>○ enables COTEC and Member Associations to give facts &amp; figures and use appropriately in the National context</li> <li>○ raise visibility of COTEC, strengthen OT community</li> <li>○ Raise visibility, involve members</li> <li>○ Website is used for information and calls for action,</li> <li>○ COTEC Newsletters were posted on website</li> </ul>
--	--	--	--	---	--

				<ul style="list-style-type: none"> <li>○ Number of Twitter followers has more than doubled in 1 year</li>   <li>○ Member associations are invited to publish in Newsletter</li>   <li>○ 5 newsletters were published</li> <li>○ in the newsletters were beside information invitations to participate in EU projects</li> </ul>	<ul style="list-style-type: none"> <li>○ GA information was uploaded in Members area</li> <li>○ information about the Joint Congress was posted prominently on website</li> <li>○ information about many congresses was posted on the website</li> <li>○ Tweets and Facebook likes</li> <li>More knowledge sharing</li> <li>○ <i>See elsewhere</i></li>   <li>○ More transparency</li> <li>○ Enable OTs to participate</li> </ul>
	<p>11)Continue to develop the register of experts as a way of ensuring that COTEC is represented by the right people with the right experience and skills when specialist information, knowledge and expertise are needed at a European level.</p>	<p><b>5a</b></p>		<ul style="list-style-type: none"> <li>○ <u>Register of Experts</u> was further developed Meeting was held in Galway see elsewhere</li> <li>○ several announcements about EU meetings and events were sent out to Expert groups. (Active Ageing, Dementia, Youth and Mental Health)</li> </ul>	<ul style="list-style-type: none"> <li>○ possibility for experts to participate on EU level</li> <li>○ possibility of raising visibility of OT (COTEC) networks and contacts are maintained and nourished</li> </ul>

3. Governance	14) Agree and implement a new membership fee structure				
	15) Consider action(s) to strengthen the research network of OTs in Europe with ENOTHE, based on the report and recommendations from the joint expert group on research	3c		<ul style="list-style-type: none"> <li>○ OT-EU workshop on research was held in Galway</li> <li>○ OT-EU debate was held in Galway</li> </ul>	<ul style="list-style-type: none"> <li>○ Interested people were identified to work on ROTOS</li> </ul>
	16) Develop the use of the website and other social media in parallel with ENOTHE	3b,5b	Intended outcomes from this piece of work have not been easy to bring to fruition	<ul style="list-style-type: none"> <li>○ OT-EU coordinating group is established</li> <li>○ Many tweets were send, retweeted and cited, @enOThe1 , @COTECEurope are in close contact</li> <li>○ Facebook page was set</li> </ul>	<ul style="list-style-type: none"> <li>○ OT-EU website is launched</li> <li>○ OT-EU Definition of occupational therapy is published on website</li> <li>○ More visibility</li> </ul>
	17) Explore how best to use the financial and human resources (Executive Committee and representatives of member associations) to support the work of the COTEC organisation.	new		<ul style="list-style-type: none"> <li>○ Register of Experts was updated and frequently used and members of the register were asked to represent COTEC in various meetings as Data</li> <li>○ Meeting of Experts was held in Galway</li> <li>○ Benefits of being in the Register of Experts was discussed</li> </ul>	<ul style="list-style-type: none"> <li>○ More experts, more support, more visibility</li> </ul>
	EXTRA GOVERNANCE-RELATED ONGOING			<ul style="list-style-type: none"> <li>○ <u>Executive Committee members ongoing actions like</u> <ul style="list-style-type: none"> <li>○ finalising legal Procedures</li> </ul> </li> </ul>	

			<ul style="list-style-type: none"> <li>○ financial restructuring and change of bank</li> <li>○ time registration</li> <li>○ Rules of Procedures,</li> <li>○ Communication Strategy,</li> <li>○ Governance Handbook and the administration</li> <li>○ correspondence</li> </ul>	
			<ul style="list-style-type: none"> <li>○ <u>Regular correspondence by VP Administration and president</u></li> </ul>	
			<ul style="list-style-type: none"> <li>○ <u>The fourth General Assembly was arranged in Galway in June.</u></li> <li>○ GA invitation, call for agenda items and Ga agenda with papers were all circulated in due time.</li> <li>○ The agenda and the papers to the meeting were prepared and were sent out</li> <li>○ <u>General Assembly</u> VP Administration was in close contact with the Galway team</li> <li>○ Screening the EU open consultations</li> <li>○ Updating info on transparency register</li> <li>○ Received newsletters/news alerts: EuroHealthNet, Social Europe e-newsletter</li> <li>○ Screening Roadmaps for relevance and forward it to ENOTHE</li> </ul>	<ul style="list-style-type: none"> <li>○ Members had information in a timely way to prepare GA</li> <li>○ Discussions gave input for the work</li> <li>○ see minutes GA</li> <li>○ successful General Assembly was organised</li> </ul> <p>See GA minutes</p>



