

**MINUTES OF THE ORTHOPAEDIC SECTION, APTA, INC.  
OCCUPATIONAL HEALTH SPECIAL INTEREST GROUP**

**BOARD OF DIRECTORS MEETING/CONFERENCE CALL  
Thursday, December 8, 2005**

**OHSIG BOARD MEMBERS PRESENT:** Deborah Lechner, Kathleen Rockefeller, Margot Miller, Jennifer Steiner, David Miller, Barb McKelvy

**GUESTS:** Mary Fran Deluane

**MEMBERS ABSENT:** Dee Daley, Drew Bossen

**CALL TO ORDER:**

The meeting was called to order at 10:00AM Central Standard Time by President, Deborah Lechner. The board members submitted reports prior to the meeting to ensure all important information was disseminated.

**APPROVAL OF MINUTES:**

David Miller moved to approve the minutes of the October 4, 2005 BOD Meeting which was conducted via conference call. Margot seconded the motion. The minutes were approved by unanimous consent.

**OLD BUSINESS:**

**OSHA Alliance:**

Mary Fran began the discussion of potential options for the OSHA Alliance with APTA. She stated that she and Ken Harwood spoke with OSHA again and reviewed some of the ideas we discussed at our October BOD meeting. She stated that OSHA now seems very interested in working with us. Ken and Mary Fran asked them for areas in which we could be most helpful for OSHA which they will investigate. Elizabeth J (Beth) Satsy is the Program Analyst for the OSHA outreach services and alliances.

The Board discussed the potential for using the work APTA has done with ARN as written in the White Paper on transfers, safety, etc. for nursing homes and VA nursing and rehab professional staff. This work targeted injuries from transfers in nursing homes. It also targeted no-lift polices. We discussed how rehab fits in conjunction with this to result in more functional outcomes for transfers. The combination of these two approaches would enable the right fit for rehab to provide both safety with the lift assistance with the additional emphasis on

improved function. The purpose is to combine the two goals which do not need to be contradictory to promote safety and rehab simultaneously.

Kathy is a member of the White Paper task force which is meeting at the Veterans' Administration conference at end of February. In addition, Occupational Therapy will be added to the team at this meeting which now includes Nursing and PT.

Kathy stated there is enough substance in the White Paper to address several audiences. Mary Fran will send us an electronic version of White Paper for Barb to distribute. Margot said that with the work already initiated by APTA, the transfer topic would be the most appropriate for us to initiate our relationship with OSHA. Deb said that she felt this would ensure a more fluid interaction with OSHA, resulting in a positive initial relationship and increase our credibility and potential for more projects with them in the future.

Other areas with high injury rates that could be addressed, as we have discussed previously, include surgical suite personnel, construction workers and truck drivers. Construction is still an area of interest for OSHA. They are particularly looking at ergonomic injuries. Mary Fran stated OSHA is more comfortable with injury intervention as opposed to more global issues like obesity.

The first action item, once we finalize our topic and scope, will be to develop a template from the format on the OSHA website and submit it to OSHA. Then we can work with them on fine-tuning for to produce the final product.

Our next steps are to determine the exact topic(s) we want to address, decide what type of presentation we will design, develop an OHSIG task force, and develop a first draft. OSHA can then provide their input regarding the first draft and how it meets the needs of current and potential users

Margot moved to develop a task force:

Motion: *The OHSIG shall develop a Task Force to pursue the topic of injury prevention in patient handling in rehabilitation as our initiative for the OSHA alliance.*

The motion was seconded by Kathy and approved by unanimous consent.

David suggested we broaden the topic so we do not unnecessarily limit the project. Deb asked if OSHA was looking for a specific topic or would expect a more broad issue. Mary Fran stated that they know our broad topic is Ergonomics. She said the OSHA format would provide direction to meet the needs of the proposals. She stated, the global issue, as we determined today is the safety of rehab professionals, linking patient safety with rehabilitation.

We asked about the timeframes, considerations and expectations once we sign the alliance agreement? Mary Fran said it says in the document that the agreement will remain in effect a defined length of time, with a default of 1 to 2 years. APTA will have meetings with OSHA

throughout the year (at least 3 x per year) to provide updates on the work that has been completed. This update is distributed to stakeholders and posted on OSHA website (at least yearly). Minor adjustments can be made to the format as we proceed. And throughout the year if we are asked to speak about the topic that was not originally scheduled or on occurrences related to the topic, we can add this in our yearly report. Kathy said she saw how this was done previously and it appears to be an appropriate process. Mary Fran stated that we would have 100% control over what is put in our yearly report, i.e. power point, listing of presentation, etc.

Kathy moved to modify the wording of the topic which was seconded by Margot and approved by unanimous consent. David provided the verbiage to change the topic to a more global topic:

Motion: *The OHSIG shall develop a Task Force to pursue the topic of injury prevention in rehabilitation as our initiative for the OSHA alliance.*

The motion was seconded by Margot and approved by unanimous consent to replace the original motion.

The BOD then discussed the development of a Task Force and recommendations regarding membership of the Task Force. David suggested we leave it open to the OHSIG membership, which Deborah stated she felt that was definitely necessary. She suggested that we send an email blast to the membership asking for those members of OHSIG who are interested. Kathy suggested we develop the goals of the Task Force to determine the number and required expertise of the Task Force members. Deb reminded us that we need to keep the expense in mind. Mary Fran suggested we keep it concrete, not philosophical. The BOD will look at what has already been or is being done to capitalize on the success as we move forward with OSHA. She felt this could be done with a small group of people who would provide information among the task force with the majority of it completed electronically. At this point we are looking for 3 to 4 people for the task force. Once we have received names of interested members, we can then select from the respondents. Deb suggested we determine after the response from the email blast to determine if /when we turn it over to the Task Force. Deb suggested that we need to keep our task force small and the entire BOD agreed. The BOD also decided the email blast was the best way to communicate with the membership. Margot agreed to initiate the email blast draft and send it to everyone all the board and Mary Fran for input. Barb will also check to see when the deadline for the next newsletter is for possible posting of this opportunity to our OHSIG members. If we get a good response, we hand it over and let them move the process forward. If we don't get a good response, Kathy will be our resource for potential candidates. It was agreed by all that the task force should be made up of members of OHSIG since this is an OHSIG initiative. We may use other disciplines as a resource to review/advise on the product as we move forward.

The BOD determined and agreed upon the purpose of the task force:

*The purpose of OSHA Alliance Task Force is to develop a draft Alliance document in conjunction with OSHA and assume primary responsibility for overseeing and executing the goals and objectives of the Alliance.*

Kathy is participating in a conf call with the Task Force who developed White Paper. She said she could check with them as some areas would be overlapping. The original task force was consisted of Ken Harwood, Miriam Joffe and Kathy Rockefeller. It will now include one OT, 2 rehab nurses and 2 VA representatives in addition to 2 APTA representatives. And they are now in the brainstorming phase to see where they are going and what needs to be done to get there. A power point is being developed which can be downloaded for that industry for training.

**Education Update:** The following list is the major categories of educational OHSIG programs.

- a. CSM 2006
- b. PT 2007
- c. PT/Ergo Publication

**Website Revisions:** Barb McKelvy

The changes/updates to the website are 90% complete. Barb will work with Tara to add a CE site for CSM programming for the web site.

**E-blast to Ortho Section:** Barb McKelvy and Margot Miller

The last email blast was sent in November. Margot will work on the next one by the end of the year and repeat it in early January. Margot said we could do this if we get it to Tara by Dec. 19 and focus on the Alliance Task Force.

Barb and Margot will work on a PR email blast to increase membership for the Ortho Section and also for the Private Practice Section. Barb will call PPS before CSM after approval from the OHSIG board. The goal is to send a draft to the board by mid January.

**Education Manual:** Kathy Rockefeller

There is no new information on this topic. Kathy suggested we re-group at CSM with to determine how we want to move forward with this. Deb stated that it is imperative that we determine what we want to do with information from Practice Analysis; for example certification for current OH practitioners to ensure credentialing in this area of expertise or and an Education Manual of Occupational Health basic information for PT programs since few of them are really addressing this area adequately. We will discuss this at our Feb BOD meeting. Deb asked Kathy to help us make an informed decision to make it clear what our challenges would be with either or both of these. We need to determine

if we want to do both and if not, what should we start with one and move to the next. Then we would need to develop a task force for either or both of these initiatives. We We opened this to the floor at last year's OHSIG Business Meeting which resulted in significantly conflicted information. Margot agreed, that we should present the plan and not open it up as a topic for discussion at the next business meeting. Deb agreed and said first have to have a committed core group of people. Deb will outline clear steps for certification and asked Kathy to present the process for the Education Manual (and fellowship and residency).

Plan: Deborah and Kathy will present the steps we would need to follow, the potential cost, and the benefits of each. The topic will then be open for discussion, and the BOD will determine the most appropriate action.

For APTA the issues are feasibility of the number of people going through the process.

#### **Research/Hooked on Evidence: David Miller**

David stated he is pleased to announce that we have a team. He requested we send him our name and APTA membership number directly to him. David will then review the process at CSM and provide information regarding the process to all of us. The The publications must be related to humans to show effectiveness of intervention. But it could come from many journals, not just Physical Therapy.

#### **NEW BUSINESS:**

##### **Nominating Committee: Jennifer Steiner**

Jennifer stated she talked with Tara and she said that the position of Nominating Chair can be appointed. Linda Nicoli agreed to be chair next year. Frank agreed to stay on as the committee member. One person who was to run for the nominating committee did not get the paperwork submitted. This position must be elected, it cannot be appointed. Once people are identified, we need to follow up with them to ensure they meet deadlines and provide assistance to finalize the process.

Jennifer will determine why we cannot vote on the open position on the nominating committee at the CSM Business Meeting and get back with us. She will also give Linda the list of positions that will be open next year.

Margot moved to re-establish the Membership Committee and appoint Jennifer Steiner as Chair of that committee. Re-instating this position will improve the potential for increasing our membership. Barb seconded the motion which was approved by unanimous consent.

##### **Agenda topics for CSM BOD Meeting include four main areas:**

- Practice Analysis

- CSM 2007 and APTA conf

- Hooked on Evidence

- OSHA Alliance (Either determining a Task Force or reporting from Task Force)

**ADJOURNMENT:**

The meeting was adjourned by unanimous consent at 12:00 PM CST.

Barb McKelvy, PT  
Secretary