

1 **ICF-BASED CLINICAL PRACTICE GUIDELINES POLICY COVER PAGE**
2 **Orthopaedic Section Board Liaison – James Irrgang, President**
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4 **Purpose:** In February 2005, the Section Board of Directors approved the development of
5 the ICF-Based Clinical Practice Guidelines Project. The purpose of the project is to
6 develop evidence-based clinical practice guidelines utilizing the framework of the
7 International Classification of Functioning, Disability and Health (ICF). A Work Group
8 for a specific body region, recommended by the ICF Coordinator/Editor and approved by
9 the Board of the Directors, will develop various guidelines that address examination,
10 evaluation, diagnosis, prognosis, and assessment of outcome for the most common
11 musculoskeletal conditions treated by orthopaedic physical therapists.
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13 **Coordinator and Advisory Panel:** ICF-Based Practice Guidelines Coordinator (ICF
14 Coordinator) is appointed by the Section Board of Directors for a 3-year term. The ICF
15 Coordinator appoints, with Board of Director approval, an ICF-Based Practice Guidelines
16 Advisory Panel to review, edit, and approve guidelines submitted by Work Groups at the
17 request of the ICF Coordinator. The ICF Advisory Panel consists of the ICF Coordinator,
18 the Section Board of Directors Liaison, and content experts recommended by the ICF
19 Coordinator. The term limit for ICF Advisory Panel members is 3 years and panel
20 members can serve no more than two 3-year terms.
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22 **National Guidelines Clearinghouse (NGC) Coordinator:** One Advisory Panel Member
23 will be appointed by the ICF coordinator, with Board of Director approval, to be the NGC
24 coordinator.
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26 **Current Members and Term Limits:**

27 Coordinator:	Joe Godges	2011 - 2014
28 Advisory Panel Members:	James Matheson	2008 - 2011 (NGC Coordinator)
29	Todd Davenport	2012 - 2015
30	Phil McClure	2009 - 2015
31	Anthony Delitto	2009 - 2015
32	Joy McDermid	2010 – 2013
33	James Irrgang	2007 – 2013

34 **Practice Guideline**

35 Reviewers:	Roy Altman
36	Anthony Delitto
37	John Dewitt
38	Helene Fearon
39	Amanda Ferland
40	Joy MacDermid
41	JW Matheson
42	Phil McClure
43	Paul Shekelle
44	Rusty Smith
45	Leslie Torburn

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3 **Meetings:** The ICF Advisory Panel will meet as deemed necessary by the ICF
4 Coordinator. The ICF Coordinator will also attend the Orthopaedic Section Board of
5 Directors meeting and business meeting at the APTA Combined Sections Meeting
6 annually. In addition, the ICF Coordinator/Editor will organize and moderate a program
7 that provides an update on the ICF-Based Clinical Practice Guidelines project each year
8 at the APTA Combined Sections Meeting. Presenters/Panel members at this CSM
9 program are typically (1) authors of recent or upcoming clinical practice guidelines, (2)
10 Advisory Panel members instrumental in having these guidelines approved for
11 submission to the Agency for Healthcare Research and Quality's National Guidelines
12 Clearinghouse (www.guidelines.gov).

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14 **ICF Coordinator/Editor Tasks:** The ICF Coordinator will develop, define content,
15 review, finalize, and update ICF-Based Practice Guidelines developed by the various
16 Work Groups. The ICF Coordinator is expected to develop and/or finalize 3 to 4 practice
17 guidelines annually for review by the ICF Advisory Panel, for a total of at least 15
18 guidelines by 2015. In addition, the ICF Coordinator will develop a plan for the update
19 of all published ICF guidelines every 5-years.

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21 **National Guidelines Clearinghouse (NGC) Coordinator Tasks:** The responsibility of
22 the NGC coordinator is to ensure that guidelines published in JOSPT become accepted for
23 placement on the Agency for Healthcare Research and Quality's National Guidelines
24 Clearinghouse website (www.guidelines.gov).

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26 **Work other than meetings:** Ongoing throughout the year.

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28 **Qualifications:**

29 **ICF Coordinator/Editor:** An Orthopaedic Section member who has the desire and the
30 experience to identify potential work group members as well as promote and facilitate the
31 success of the ICF Project. The position requires approximately 10 hours per week.

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33 **ICF Guidelines Revisions Coordinator/Editor:** An Orthopaedic Section member who
34 has the desire and the experience to coordinate the work group members' efforts to
35 prepare practice guidelines revisions. Revisions for each guideline will be created once
36 every 5 years and will provide a synopsis of relevant publications, potentially using the
37 GRADE methodology, and revised recommendations for the clinical practice guidelines.
38 The position requires approximately 5 hours per week.

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40 **NGC Coordinator:** An Orthopaedic Section member who is an ICF Advisory Panel
41 member. This position requires approximately 20 hours per guideline over the course of
42 about 18 months for the process of submitting, revising and completing the process for a
43 guideline to be accepted and placed on the NCG website.

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45 **Conflict of Interest:** Refer to the policy located on the Orthopaedic Section web site at
46 www.orthopt.org/Governance/Section Policies/Conflict of Interest.

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Compensation Policy: In the event that specific conditions or circumstances lead to a significant financial strain on the Section’s Annual Budget the Section Board of Directors, based on a recommendation from the Finance Committee, will direct the Executive Director to discontinue all Stipends/Honorariums paid to Section members until fiscal solvency is attained.