This **Third International Symposium: ICF Education** builds on the [first held in Finland in 2015](https://www.thl.fi/en/web/functioning/what-s-new/events/first-international-symposium-icf-education). The aim is to bring together people from around the world who are using the International Classification of Functioning, Disability and Health (ICF) in clinical practice and teaching such as in interprofessional education, research or product development.

Collaboration and participation from all stakeholders are? important. All participants are expected to share their experiences (whether they present an abstract or not) and learn from each other. Participation is required! Accepted presentations will be posted on the [www.ICFEducation.org](http://www.ICFEducation.org) website.

# Symposium themes

* Use of ICF
* Teaching ICF – concepts and experiences
* Interprofessional education and ICF

# Event details:

|  |  |
| --- | --- |
| **Date:** | Friday 13th April 2018 |
| **Time:** | 11:00-18:30 |
| **Venue:** | MSH Medical School Hamburg, Großer Grasbrook 17, 20457 Hamburg |
| **Cost:** | € 50 |
| **CPD:** |  |

# Important dates

|  |  |
| --- | --- |
| **Abstract submission deadline:** | 30. January 2018 |
| **Notification of outcome:** | 15. March 2018 |
| **Registration closes:** | 30. March 2018 (limited registrations will be accepted) |

# Registration now and abstract submisson

……….to register now. The [abstract submission portal](http://whoficsa.mrc.ac.za/general.htm) will go live by 8. January

# Accomodation & Pre-/post event tours:

Information will soon be available on the symposium website: http:/

# Contact the Symposium Organising Committee:

Office: | Mobile: | Email

# Draft programme

|  |  |  |
| --- | --- | --- |
| Time | Item | Speakers / Facilitators |
| 09:00-10:40  (translation in English available) | **ICF in Germany**  Update-Prozess und aktuelle Entwicklungen zur ICF aus Sicht der WHO  Was kann Deutschland vom standardisierten Abklärungsverfahren der Schweiz für die Frühförderung lernen?  ICF-orientierte Bedarfsermittlung in der beruflichen Rehabilitation – Ergebnisse des trägerübergreifenden b3-Projektes | Nenad Kostanjsek., WHO  Peter Diezi-Duplain, Schweiz  Dr. Michael Schubert, BAR; Michael Bräuning-Edelmann, Netzwerk berufliche Rehabilitation |
| 11:00- 12:00 | Welcome & Postersession I |  |
| 12:00-13:00 | Lunch |  |
| 13:00-13:30  13:30-14:00 | Focus on functioning  Focus on education | Matilde Leonardi & Haejung Lee  Huib ten Napel & Yukiko Yokobori |
| 14:30:16:30 | Workshops in parallel:   1. Interprofessional Education and ICF 2. Teaching ICF – concepts and experiences- problems and advantages 3. Joint use of ICF with other WHO classifications 4. Assessing functioning in disability (Teaching course) 5. The F-Words in childhood disability | Liane Simon & Stefanus Snyman  Melissa Selb & N.N.  Michaela Coenen & Andrea Martinuzzi  Matilde Leonardi & N.N.  Olaf Kraus de Camargo & N.N. |
| In between | Coffee/Tea |  |
| 16:30-17:30 | Poster Session II |  |
| 17:30-18:15 | Wrap up |  |
| 18:30 | OPTIONAL | dinner to continue our conversation for everyones own cost |

**Abstract submission deadline January 30, 2018**

# Important dates

|  |  |  |  |
| --- | --- | --- | --- |
| **Abstract submission deadline:** | January 30, 2018 |  |  |
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# Symposium tHEMES

## Teaching ICF – concepts and experiences

The focus of this topic is

## use of ICF

…..

## Interprofessional Education and ICF

This topic will look at

# GENERAL INFORMATION

1. The symposium language is English and all abstracts and presentations must be made in English. Translation will not be provided.
2. An abstract must be submitted online for each proposed presentation.
3. The abstract will be reproduced in a poster booklet and made available on the [www.ICFeducation.org](http://www.ICFeducation.org) website as submitted by the author. It is the author’s responsibility to submit a correct abstract.
4. Authors are requested to make their slide presentations available for publication on [www.ICFeducation.org](http://www.ICFeducation.org).
5. All abstracts submitted should reflect at least one of the symposium topics.
6. All correspondence will be with the person who submits the abstract online, including notification of the outcome. This person is responsible for informing all authors of the status of the abstract.
7. Abstract authors are responsible for providing all copyright permissions for material included in their abstracts and presentations.
8. The scheduling of all presentations will be determined by the Symposium Organising Committee to ensure best fit with the overall programme. Any requests for specific times will not be considered. Similar abstracts in related topic areas will be grouped together for presentation.
9. PowerPoint presentation will be the only resource available for platform presentations.
10. The presentation should include the same content and follow the same outline as that described in the abstract.
11. All decisions of the Symposium Organising Committee are final.

# Submission guidelines

Abstract submission must be made electronically at http:/…………..All correspondence will be with the person who submits the abstract online. The form will have limited space for data entry. The available word count is indicated below.

## Submissions should include the following:

|  |  |  |
| --- | --- | --- |
| **Heading** |  | Notes ??? |
| **Title:**  **[20 words]** |  | Clearly describes the abstract. |
| **Author(s):** |  | Name of presenter and co-authors; organisation/institution, city, country, e-mail, telephone/WhatsApp, Skype name. |
| **Abstract**  **[350 words]** |  |  |
| Background: | The context for the work. |
| Purpose: | The major reason for undertaking the work and any secondary objectives. |
| Methods: | Principles, methods/approaches that were applied/involved. |
| Results: | Summary of the main findings. |
| Conclusion(s): | What can be concluded from your work? What are the suggestions for future work? |
| Implications: | The implications of your work and how will the results be translated into practice / management / education / policy. |
| **Keywords:** | Use up to three keywords to describe your work. | |
| **Funding acknowledgements:**  **[20 words]** | Please acknowledge all funding sources that supported your work. If the work was unfunded, please state this. | |
| **Ethics approval:**  **[20 words]** | Please name the ethics committee that approved your work, where appropriate. If ethics approval was not required, or you do not have an ethics system in your country, please state this. | |
| **Preference for oral or poster presentation** | Oral/poster | |

## Presentation formats

The Scientific Committee may accept the abstract for presentation, in English, in one of the following formats:

### oral presentations

The topic is delivered verbally, generally accompanied by visual information in the form of PowerPoint slides. The talks are 10 minutes in length.

POSTER PRESENTATIONS

The topic is delivered using brief written statements and graphic materials, such as charts, figures and photographs displayed on a poster board. Presenters have the opportunity to discuss their work with symposium participants during designated times in the programme. The dimensions of the poster should be A0 paper size (portrait orientation) (841 x 1189 mm / 33.1 x 46.8 in).

**Abstract authors may specify their preferred format. It should be noted that there is very limited time during the symposium for oral presentations. Abstracts not selected for platform presentation will be offered the opportunity to present their work as a poster.**

## SELECTION CRITERIA

**Abstracts will be reviewed by the Symposium Organising Committee. The following principles will be used in selecting the abstracts for presentation.**

* **The abstract addresses at least one of the topics of the symposium**
* **The content of the abstract is clear and logical**

# Consent, permissions and copyright

**In submitting an abstract you must confirm that:**

* You accept responsibility for the accuracy of the submitted abstract and understand that the content cannot be modified or corrected after the submission deadline and that it will be published exactly as submitted
* All co-authors are aware of and agree to the content of the abstract and support the data presented
* You accept responsibility as the contact person for all correspondence about the abstract and to share information with all authors about its status
* You have secured any copyright/permissions clearance required relating to any previous presentations, equipment or other material for inclusion in the symposium and symposium publications
* For all studies involving human participants or animal subjects, permission has been obtained from the relevant regulatory authority and properly informed consent given where appropriate
* The work is original, except for extracts from copyrighted works used with permission from the copyright holders, and that it does not infringe upon any copyright, proprietary, or personal right of any third party
* You have identified any potential conflicts of interest

When completing the online submission process the submitter will be asked to confirm that the presenting author has read and understood the general information and the requirements they are expected to fulfil.

# Submit abstract

[**Click here**](http://whoficsa.mrc.ac.za/) to submit abstract (http://….) The abstract submission portal will go live by 08 JANUARY 2018.

# Enquiries