WHO-FIC NETWORK MEETING

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A structured collection of comments, experiences and information on ICF, based on the framework for sharing what we know, final technical report on pilot inventory of ICF education and implementation items in the world

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1 Introduction

During the 2004 annual meeting of the WHO-FIC Network in Reykjavik, Iceland, it has been decided to carry out an ICF pilot study for the collection of information on Education and Implementation material around the world. The chair of the WHO-FIC Education Committee and the co-chair of the WHO-FIC Implementation Committee took this task on board.
It was agreed that each WHO-FIC Collaborating Centre and WHO Regional Office would be asked to submit information on at least one (and a maximum of five) implementation activities and at least one (and a maximum of five) educational materials.

The pilot study had to be conducted in order to test if it is useful to gather information in a more structured way than is commonly done. In this respect 'structured' refers to 'structuring in advance', or where the information is entered, at the source.
This pre-structuring is required if we want to gather information electronically to save time and energy when collecting it. This is in contrast with gathering in an unstructured way and making selections after the information has been collected, and then deciding what is relevant and what not. Structuring is also required to attain consistency for opening up the information e.g. for presentation on the websites of the Centres or for a search on specific items and subjects.

The initial step of the pilot study was held in early 2005 to test the feasibility and utility of gathering this information in a structured way.
A second step was held from the 15 July until 15 august, and extended until late September of 2005.
For both steps a structured document was used for entering the requested information. For each step a different approach was used to test the usefulness of each approach.

Method

Initial phase
In the initial phase of the pilot we tested the principle of the method. For this purpose we developed the 'blanket' or 'information collection tool' based on the framework for sharing information (developed by the Australian Collaborating Centre and agreed in Reykjavik), in which the required information can be entered in a word processor and sent to a central point.
The questionnaire and an explanatory letter were sent to:

- Heads of WHO Regional Offices and WHO-FIC Collaborating Centres,
- WHO-FIC-EC and -IC members
- and WHO team Geneva.

Everyone was invited to send by e-mail 1 – 5 examples on:

- implementation and
- educational material.

A fixed timeframe was set.
The returned and completed forms were entered into the electronic structure of the developed information framework manually.

Second phase
For the next phase the information collection tool has been improved, based on comments from the initial phase of the pilot and with additional items for electronic tools.
The questionnaire and an explanatory letter were sent to:

- All persons of the initial phase.
  They were requested to enter the information on their submitted projects or materials into this new format on the WHO website via Workspace in order to evaluate the improvement of the form and the ease of data entry. Also information on additional implementation activities, educational materials or electronic tools was solicited. For this purpose definitions were included in the information collection document. Also a detailed instruction on how to enter the ICF Info Pilot Room and how to submit a document was given in the Room Index .

- Collaborating Centres and regional offices that did not participate in the original pilot.
  They were requested to consider whether they are able to make any submissions at this time. This request has also being sent to members of all three committees, who should coordinate with their respective Centre Head to avoid duplication. Although the instrument should be completed IN ENGLISH, the activities and materials documented can be in other languages.

We also asked all participants to provide feedback on the instrument and information collection process. The following examples for feedback were given:
1) What problems did you encounter , if any, accessing the collaborative workspace?
2) What problems did you encounter, if any, accessing the instrument?
3) What problems did you encounter completing the instrument?
4) Were there particular questions that you found difficult to answer?
5) Are there other questions that you would recommend adding?
6) Would you be willing to submit templates for other implementation activities and educational materials, after the results of this pilot study have been evaluated?

Here also a fixed timeframe was set. Because of the summer period the call for submission was repeated twice.

Results

The initial Phase: Using email as the infrastructure for collection and ClaM for structuring and representation

We received 28 forms and 3 emails with unstructured information.

Completed forms were received from: Sweden & Norway, France, Mexico, The Netherlands, North America, Australia, Brazil and Portugal. Unstructured reactions by E-mail were received from the United Kingdom, Brazil and Germany.
Bringing the content of the forms into the structure of the framework within the Dutch Centre's Classification Management tool (in ClaML format), showed that the framework could be filled with information on 110 items. There are more items on Education (62) than on Implementation (48).
Below the information has been organised showing the title of the submissions, within the topics of the framework. A number of submissions cover more than one topic, as is shown by the same code appearing in several topics on ICF. In addition, many of the submissions for ICF implementation also were classified as educational materials.

I Information on ICF Implementation

- I.1 ICF dimensions: BF/BS, A/P and E including coding (8)
  - I.1.1 Workshop "The ICF Model and Classification - Relevance and Application to Physiotherapy"
  - I.1.2 Commonwealth State/Territory Disability Agreement national Minimum Data Set (CSTDA NMDS)
  - I.1.3 Body function/structure data item in Medical Indemnity National Collection (MINC) public sector
  - I.1.4 Procedural Manual and Guide for a Standardized Application of the ICF: A Manual for Health Professionals
  - I.1.5 Understanding the ICF. A manual for the use of the ICF by allied health professionals and other professionals.
  - I.1.6 ICF Training material
  - I.1.7 ICF, international classification of functioning, disability and health
  - I.1.8 Newsletter WHO Collaborating Centre for the FIC in The Netherlands
- I.2 ICF qualifiers including coding (4)
  - I.1.1 Workshop "The ICF Model and Classification - Relevance and Application to Physiotherapy"
  - I.1.4 Procedural Manual and Guide for a Standardized Application of the ICF: A Manual for Health Professionals
  - I.1.6 ICF Training material
  - I.1.8 Newsletter WHO Collaborating Centre for the FIC in The Netherlands
- I.3 ICF frameworks and concepts (and...) (8)
  - I.3.1 A set of implementation (dissemination) material
  - I.3.2 Work status and chronic low back pain, Exploring the International Classification of Functioning, Disability and Health.
  - I.3.3 Website of the WHO-FIC Collaborating Centre in The Netherlands
  - I.1.1 Workshop "The ICF Model and Classification - Relevance and Application to Physiotherapy"
  - I.1.3 Body function/structure data item in Medical Indemnity National Collection (MINC) public sector
  - I.1.6 ICF Training material
  - I.1.7 ICF, international classification of functioning, disability and health
  - I.1.8 Newsletter WHO Collaborating Centre for the FIC in The Netherlands
- I.4 ICF history and concepts (5)
  - I.1.1 Workshop "The ICF Model and Classification - Relevance and Application to Physiotherapy"

I.1.6 ICF Training material
I.1.8 Newsletter WHO Collaborating Centre for the FIC in The Netherlands
I.3.1 A set of implementation (dissemination) material
I.3.3 Website of the WHO-FIC Collaborating Centre in The Netherlands

- I.5 Measurement and calibration (eg to existing measurement tools) (6)
  I.5.1 Using the ICF: critics based on an example of an assessment of a population of disabled children in France
  I.5.2 Is the qualifiers' scale efficient in the ICF?
  I.1.2 Commonwealth State/Territory Disability Agreement national Minimum Data Set (CSTDA NMDS)
  I.1.6 ICF Training material
  I.1.7 ICF, international classification of functioning, disability and health
  I.1.8 Newsletter WHO Collaborating Centre for the FIC in The Netherlands
- I.6 The broader concept of health - Use of ICF and ICD together (4)
  I.1.1 Workshop "The ICF Model and Classification - Relevance and Application to Physiotherapy"
  I.1.6 ICF Training material
  I.1.8 Newsletter WHO Collaborating Centre for the FIC in The Netherlands
  I.3.1 A set of implementation (dissemination) material
- I.7 Minimum (basic) data sets using ICF (5)
  I.1.1 Workshop "The ICF Model and Classification - Relevance and Application to Physiotherapy"
  I.1.2 Commonwealth State/Territory Disability Agreement national Minimum Data Set (CSTDA NMDS)
  I.1.3 Body function/structure data item in Medical Indemnity National Collection (MINC) public sector
  I.1.6 ICF Training material
  I.1.7 ICF, international classification of functioning, disability and health
- I.8 Ethical considerations including privacy (0)

- I.9 Implementation strategies and dissemination (5)
  I.1.1 Workshop "The ICF Model and Classification - Relevance and Application to Physiotherapy"
  I.1.6 ICF Training material
  I.1.8 Newsletter WHO Collaborating Centre for the FIC in The Netherlands
  I.3.1 A set of implementation (dissemination) material
  I.3.3 Website of the WHO-FIC Collaborating Centre in The Netherlands
- I.10 Translation (3)
  I.10.1 ICF, Nederlandse vertaling van de "International Classification of Functioning, Disability and Health"
  I.3.1 A set of implementation (dissemination) material
  I.3.3 Website of the WHO-FIC Collaborating Centre in The Netherlands

J Information on ICF Educational material

- J.1 ICF dimensions: BF/BS, A/P and E including coding (14)
  J.1.1 ICF Australian User Guide Version 1
  J.1.2 Code ICF
  J.1.3 The World Health Organization International classification of Functioning, Disability and Health (ICF): relevance and applicability for Physical Therapy

J.1.4 Workshop "The ICF Model and Classification - Relevance and Application to Physiotherapy"
J.1.5 ICF in the Netherlands
J.1.6 Procedural Manual and Guide for a Standardized Application of the ICF: A Manual for Health Professionals
J.1.7 Faculty of Human Movement Sciences, Vrije Universiteit; 3rd yr course: Rehabilitation Context (education); Research on wheelchairs and restoration of mobility in the context of (spinal cord) rehabilitation
J.1.8 Workshop (training) on ICF
J.1.9 ICF power point presentations
J.1.10 The use of the ICF / a workshop for allied health professionals
J.1.11 ICF training
J.1.12 ICF Training material
J.1.13 Education Program for ICF. Training and research application
J.1.14 ICF, international classification of functioning, disability and health

- J.2 ICF qualifiers including coding (10)
J.1.1 ICF Australian User Guide Version 1
J.1.2 Code ICF
J.1.3 The World Health Organization International classification of Functioning, Disability and Health (ICF): relevance and applicability for Physical Therapy
J.1.4 Workshop "The ICF Model and Classification - Relevance and Application to Physiotherapy"
J.1.6 Procedural Manual and Guide for a Standardized Application of the ICF: A Manual for Health Professionals
J.1.8 Workshop (training) on ICF
J.1.9 ICF power point presentations
J.1.11 ICF training
J.1.12 ICF Training material
J.1.13 Education Program for ICF. Training and research application

- J.3 ICF framework and concepts (10)
J.1.1 ICF Australian User Guide Version 1
J.1.2 Code ICF
J.1.3 The World Health Organization International classification of Functioning, Disability and Health (ICF): relevance and applicability for Physical Therapy
J.1.4 Workshop "The ICF Model and Classification - Relevance and Application to Physiotherapy"
J.1.8 Workshop (training) on ICF
J.1.9 ICF power point presentations
J.1.11 ICF training
J.1.12 ICF Training material
J.1.13 Education Program for ICF. Training and research application
J.1.14 ICF, international classification of functioning, disability and health

- J.4 ICF history and concepts (8)
J.1.1 ICF Australian User Guide Version 1
J.1.2 Code ICF
J.1.4 Workshop "The ICF Model and Classification - Relevance and Application to Physiotherapy"

J.1.7 Faculty of Human Movement Sciences, Vrije Universiteit; 3rd yr course: Rehabilitation Context (education); Research on wheelchairs and restoration of mobility in the context of (spinal cord) rehabilitation
J.1.8 Workshop (training) on ICF
J.1.11 ICF training
J.1.12 ICF Training material
J.1.13 Education Program for ICF. Training and research application

- J.5 Measurement and calibration (5)
  J.1.1 ICF Australian User Guide Version 1
  J.1.3 The World Health Organization International classification of Functioning, Disability and Health (ICF): relevance and applicability for Physical Therapy
  J.1.5 ICF in the Netherlands
  J.1.12 ICF Training material
  J.1.13 Education Program for ICF. Training and research application
- J.6 The broader concept of health - Use of ICF and ICD together (7)
  J.1.1 ICF Australian User Guide Version 1
  J.1.2 Code ICF
  J.1.3 The World Health Organization International classification of Functioning, Disability and Health (ICF): relevance and applicability for Physical Therapy
  J.1.4 Workshop "The ICF Model and Classification - Relevance and Application to Physiotherapy"
  J.1.7 Faculty of Human Movement Sciences, Vrije Universiteit; 3rd yr course: Rehabilitation Context (education); Research on wheelchairs and restoration of mobility in the context of (spinal cord) rehabilitation
  J.1.8 Workshop (training) on ICF
  J.1.13 Education Program for ICF. Training and research application
- J.7 Implementation and planning (5)
  J.1.1 ICF Australian User Guide Version 1
  J.1.4 Workshop "The ICF Model and Classification - Relevance and Application to Physiotherapy"
  J.1.12 ICF Training material
  J.1.13 Education Program for ICF. Training and research application
  J.1.14 ICF, international classification of functioning, disability and health
- J.8 Ethical use including privacy (3)
  J.1.2 Code ICF
  J.1.8 Workshop (training) on ICF
  J.1.13 Education Program for ICF. Training and research application
- J.9 Availability and I.P. issues for specific tools (0)

The results of this pilot were reported at the mid-year meeting of the WHO-FIC Planning Committee and have been distributed to the Implementation and Education committees and posted on the Collaborative Workspace of the WHO-FIC website.
Even though the forms were processed manually, this proved not to be very time consuming. The electronic version of the information framework gives a good overview of the available items. Selection and search of items can be done very easy. Examples of this are given in the power point presentation which is also posted on the Collaborative Workspace of the WHO-FIC website.

The second phase: Using Workspace for collection and presentation

We received 13 completed forms from Sweden & Norway, Finland, France, North America and Australia. We also received several submissions on implementation and education material but not in the requested format and not in the correct room in Workspace.
As far as the documents were submitted correctly the information in the documents contained 50 items. Again there are more items on Education (28) than on Implementation (19) and on Electronic Tools (3).
Compared to the Initial phase, four of the submitted documents contained new information on Implementation and Education items. One of the submissions also contained information on Ethical issues concerning Implementation. In the Initial Phase this topic had not been not covered.
On Electronic tools we received three submissions:

- The ICF-based biopsychosocial functional status profiles/ Application in the assessment of individual's work performance
- ICF browser for PC and PDA in Swedish
- ICF browser for PC and PDA in Norwegian

The content of the forms was submitted in different formats in the Workspace ICF-Pilot Room. Ranging from HTML, Word.doc to pdf-format.

Comments received in the second phase

Comments on Content:
There are few comments (in 3 submissions) received in the next phase. The comments we did receive from individuals are mainly concerned with the comprehensiveness of the document. E.g. the addition of the Electronic Tools component is regarded as being rather overwhelming. Separate forms for each component are preferred in separate item lists on the page index. It is not clear if information already entered for one component should be repeated in another component (e.g. concerning E.T.), and it is unclear what 'reference' is referring to.

Technical comments:
We received technical comments in 6 submissions. There are comments on:
- the format of the form, such as size of font, density of material, length of the form, instructions and definitions overshadowing the information,
- technical problems concerning external controls, due to security (ActiveX) not being accepted on the local area network
- the process of finding and submitting the information, it is not clear where and how to submit, information is lost because tick-boxes disappear.

One comment is certainly worth repeating: "the tick boxes do not appear in an html version of the Info Share document. That is why I chose to publish the Info Share doc as a Microsoft Word document".
We also received the comment: This version is easier to fill in than the first one! Thank You.

Reaction via E-mail to the manager of Workspace ICF Info Pilot:
A high number of E-mails (>50) were received. Questions and remarks were concerned with:
- Access to Workspace, how to work with Workspace

- Username and Password, not remembering or not working,
- Location of the ICF Info Pilot Room,
- Location of the form, difficult to find and difficult to access,

- Instructions, there are too many places in Workspace Rooms where instructions are given,
- How to submit the form, in which Room,
- How to work with the form, closing and storing,
- How to submit the form, in which format,
- Directions in the Room not working properly (next, put away, etc),
- Document not visible after submission,
- Parts of the document not visible after submission (tick boxes)
- Security problems, not able to see documents because of this

Evaluation of the second phase

In the second phase we wanted to test the feasibility of two things: the improved document for a structured collection of information on ICF and the use of Workspace as the framework for collecting and sharing this information. Although there was some comment on the new document, mostly concerned with its length and complexity, the submitted documents were filled in with the required detail. In a number of documents the level of detail was not visible because of the way of submission as a HTML document instead as a separate file in the original format as requested. Because of this the information was incomplete and could not be used for further processing.
The high number and content of E-mails shows that Workspace as a tool for simple common use is not as accessible and easy to handle. Although it was tested positive at the beginning and also at other stages of the Pilot, e.g. with the same documents that could not have been processed by some authors, problems kept emerging.
Because of this problematic use of Workspace, some authors were approached with questions on the ICF Info Pilot Instructions. These instructions as such were regarded as being clear, but "Instructions" could be found on several places within Workspace, thus creating confusion. The question still remains if the ICF Info Pilot Instructions were clear enough. It did not prevent documents to be submitted in other than the original format. The underlined phrase in the Technical comment section is exemplary in this respect.
It looks as if working with Workspace is not that straight forward as expected.

Discussion and Conclusions

The pilot inventory has been conducted to test if it is useful, given its purposes, to gather information in a more structured way than is commonly done. The purposes are: collecting and sharing information and opening up this information to others. The question was also in which way this could be done, suggestions were made to use Workspace for this purpose.

The initial step of the pilot showed that it was useful to collect information in a pre-structured way because it could easily be processed and be made available for sharing by organizing the information by using ClaML for representation. Via the CBrowser the information can also be presented in a structured way on the level of separate topics as requested in the original Framework. By using this structure one can spot very quickly if information is available on a specific topic. The amount of time required for processing the information into the ClaML

format is limited due to the pre-structuring. This also means that new specific (on topic level) information can be made available to the Network very quickly.

The second phase did not show that pre-structuring the information was required, because Workspace as such does not require this pre-structuring, also because it has no search function.
It might prove to be useful to pre-structure information for Workspace, in order to be guided in making the information more precise. Structured and precise information is easier to browse and read. Because of the limited time-frame we did not have the opportunity to find out if this is the case.
The second phase did show that Workspace as such is not an easy to handle tool for submission of information by authors. It could therefore not demonstrate its functionality as an environment for sharing information.
Using Workspace as the common central point for sharing information might be useful, for collecting information in a pre-structured format however, using Workspace is questionable.

Using the INFO Blanket for the collection of information is useful for easy entering and processing the information for further application. No problems were reported on this. Some aspects of the document are to be discussed, such as the definitions and the repetition of information concerning electronic tools.
Using the document for sharing information in this format is less likely. In the first place, the document is designed for further processing the information based on the characteristics of the document. By combining information on Education, Implementation and Electronic Tools items, duplication of questions within separate fields is aimed to be avoided. Second the form is not designed for presentation as such. For presentation a one page form would be more suited, as suggested by one of the Centres.

Recommendations

The WHO-FIC Network would benefit the most from an easily accessible, simple infrastructure for submitting information, that could than be made available to the Network through the Network channels. The emphasis for Centres and other information holders should be on bringing the information in the INFO Blanket, not on mastering a new tool for this.
Making the information available for easy access and also for background information is a specific task and requires specific tools. These tools again require specific skills.
As a Network we do have some specific tools available and specialists that master them, so why not make use of them?

Based on the experiences in he Pilot study we suggest the following:

- Use of the INFO-Blanket as the document for gathering structured information on Education, Implementation and Electronic Tools on ICF,
- Use of E-mail to a central point as the way to submit the information,
- Use of ClaML* to process the information into a structured representation,
- Use of CBrowser* to open up and share the information in a Classification like manner,
- Use of Workspace* /ICF INFO Sharing Rooms as a depository for the submitted documents,

- Develop a Pointer page with information on the above items, to be implemented on the website of each centre.
- Publish the number and type of submissions twice a year (e.g. in the ICF Newsletter).

*ClaML is the XML format for Classifications, The Dutch Centre offers her/his expertise and time to process the submitted documents.
*CBrowser is a Webbrowsing tool for classifications, owned by the Dutch Centre. Via CBrowser we can offer access to any classification or classification type document in ClaML format on our Terminology server. The Centre offers free use of CBrowser and access to the termserver for Information sharing on ICF.
*Workspace, ICF/INFO Sharing Rooms, the Dutch Centre offers to manage the dedicated Rooms within Workspace. The forms will be stripped down to their essentials and placed within the Room structure. The forms will be read-only. The WHO manager and the external manager will be the only authors.

N.B. In case that there is a Centre without access to the internet, the complete file can be made available in printed format.

2 Form used in the pilot study

2.1 Initial phase form

Title of material: your specific title for the material/project	
Content of implementation material: O ICF dimensions: BF/S, A/P, E including coding O ICF qualifiers including coding O ICF frameworks and concepts O ICF history and concepts O Measurement and calibration (eg to existing measurement tools) O The broader concept of health—Use of ICF and ICD together O Minimum data sets using ICF O Ethical considerations including privacy O Implementation strategy and dissemination O Translation	**Content of educational material:** O ICF dimensions: BF/S, A/P, E including coding O ICF qualifiers including coding O ICF frameworks and concepts O ICF history and concepts O Measurement and calibration O The broader concept of health—Use of ICF and ICD together O Implementation and planning O Ethical use including privacy
Description, abstract or overview of implementation material **or** Description, abstract or overview of educational material Max. 100 words	
Implementation and Education items:	
Area of application and purpose of use: ticklist with topics below O Clinical (specify type) O Administrative data including health records O Surveys O Insurance O Policy development or planning O Measurement or assessment O Research O Private sector O Public sector Level of use eg as: O Conceptual framework O Detailed set	
Types of ICF users/audiences: ticklist with topics below O Consumers/service users O Clinician O Policy makers O Statistician O Administrator O Researchers O Survey developers O Health science students O Coders	
Contact information: details on persons providing information and contribution to topic described Name: Organisation: Postal Address: Email Address: Developer or author of material:	
Education items only:	
Learning objectives: Type of learning objective from ticklist below O Awareness, introduction	

O Training for policy and planning O Training for 'clinical' use (specify) O Training for data development O Training for coding	
Function of use: Any accreditation of courses and/or record of use including use in educational institutions.	
Method of instruction: select from ticklist below O Electronic tools/web based training O User guides O Videos O Other self help methods O Presentations/slides / Power-point shows O Workshops, interactive or 'hands on' methods	
Duration of course: O Short or O Long	
Requirements: equipment / media/ specific tools needed	
Availability: O Yes O No O Under Development	**Costs:**
Language: name of Language/please use International standard:	**IP issue:** O Open Source O No Copyright protection O Copyright protected O For Free distribution
Reference: reference for material if available	
Specific needs: description of user needs	
Comments on pilot: Technical and content	

2.2 Second phase form

Information collection on ICF: **Educational and Implementation materials, including Electronic Tools**
After you have selected the text box with your cursor, you can start typing.
Title in English: (your specific title for the material/project, if available)
Title in original language:
Country/region:
Description or abstract of material: (Max. 150 words)
Contact information: (Details on persons proving information and contribution to topic described) Name(s): Organisation: Postal Address: Email Address: Developer or author of material:

DEFINITIONS AND CONTENT OF MATERIAL:

DEFINITION OF IMPLEMENTATION MATERIAL:

ICF implementation means "use and application of ICF in practice".
It includes translation into other languages, instruments developed based on the ICF as well as existing instruments mapped to the ICF (originally not based on the ICF). Regularity of use and application may vary by circumstances from ad hoc use (as in a one-off survey, a research or a pilot project) up to regular use such as in legislation, censuses, running population based surveys, clinical settings and disability certification.

Is the material implementation material?

☐ **Yes** ☐ **No**

If yes, what is the content? (Ticklist with topics below, select the relevant tickboxes with your mouse, or type X, to undo type X again)

☐ ICF dimensions: BF/S, A/P, E including coding
☐ ICF qualifiers including coding
☐ ICF frameworks and concepts
☐ ICF history and concepts
☐ Measurement and calibration (e.g. to existing measurement tools)
☐ The broader concept of health—Use of ICF and ICD together
☐ Minimum data sets using ICF
☐ Ethical considerations including privacy
☐ Implementation strategy and dissemination
☐ Translation
☐ Other (please specify)

DEFINITION OF EDUCATIONAL MATERIAL:

ICF Educational materials are those that are developed for raising awareness of ICF; exposing people to the purposes, development, framework, structure, content and potential applications of ICF; and training people in the use of ICF. The goal of these materials is to enable others to use the classification in ways that are appropriate to their identified needs.
The materials can be part of an effort to apply ICF in a particular context; in that case, one would report both the application and the educational materials. Education or training can be introductory (assume no knowledge of ICF), intermediate (assume some previous exposure to ICF) and advanced (assume participants are ready to apply ICF as either a framework or a detailed code set). Examples of educational materials are lectures, slide presentations, articles, conferences and their proceedings, user guides, workshop material, examples of application, video, self-learning tools, case studies and vignettes, reference lists and list of contact for advice and information on ICF applications.

Is the material educational material?

☐ **Yes** ☐ **No**

If yes, what is the content? (Ticklist with topics below, select the relevant tickboxes with your mouse, or type X, to undo type X again)

☐ ICF dimensions: BF/S, A/P, E including coding
☐ ICF qualifiers including coding
☐ ICF frameworks and concepts
☐ ICF history and concepts
☐ Measurement and calibration
☐ The broader concept of health—Use of ICF and ICD together
☐ Implementation and planning

☐ Ethical use including privacy
☐ Other (please specify)

IMPLEMENTATION AND EDUCATION ITEMS:

Area of application and purpose of use: (Ticklist with topics below, select the relevant tickboxes with your mouse, or type X, to undo type X again)

☐ Clinical (specify type)
☐ Administrative data including health records
☐ Surveys
☐ Insurance
☐ Policy development or planning
☐ Measurement or assessment
☐ Research
☐ Private sector
☐ Public sector
☐ Other (please specify)

Level of use e.g. as:

☐ Conceptual framework
☐ Detailed set
☐ Other (please specify)

Types of ICF users/audiences: (Ticklist with topics below, select the relevant tickboxes with your mouse, or type X, to undo type X again)

☐ Consumers/service users
☐ Clinician
☐ Policy makers
☐ Statistician
☐ Administrator
☐ Researchers
☐ Survey developers
☐ Health science students
☐ Coders
☐ Other (please specify)

Language of material: (Name of language/please use International standard)

Availability:

☐ Available
☐ Not available
☐ Under Development

IP issue:

☐ Open Source
☐ No Copyright protection

☐ Copyright protected

Is it possible to obtain translation rights?

☐ No
☐ Yes (please describe the procedure involved, costs, etc)

Reference: (Reference for material itself if available)

Relevant articles:

Does the material include an Electronic Tool? (For specific tools on ICF please fill in the Electronic tool form below)
☐ **Yes** ☐ **No**

EDUCATION ITEMS ONLY

Learning objectives: (Type of learning objective from ticklist below) (Select the relevant tickboxes with your mouse, or type X, to undo type X again)

☐ Awareness, introduction
☐ Education for policy and planning
☐ Education for 'clinical' use (specify)
☐ Education for data development
☐ Education for coding
☐ Other (please specify)

Function of use: (Any accreditation of courses and/or record of use, including use in educational institutions)

Method of instruction: (Select from ticklist below)

☐ Electronic tools/web based training
☐ User guides
☐ Videos
☐ Other self help methods
☐ Presentations/slides / Power-point shows
☐ Workshops, interactive or 'hands on' methods
☐ Other (please specify)

Duration of course: (In parts of the day or days)
Hours Days

Requirements: (Equipment / media/ specific tools needed)
Costs:
Specific needs: (description of any specific needs of the audience for whom the education was provided)

Electronic Tools on ICF

Part 1: Please fill in for each tool.

Name of electronic tool in English:

Name of electronic tool in original language: (only if different from English)

Who owns the tool:

Who is the author/developer of the tool: (only if different from owner) (name and contact details)

Purpose of tool: (Details on persons proving information and contribution to topic described)

- ☐ Electronic version of ICF
- ☐ Automated coding
- ☐ Electronic training
- ☐ Production of ICF
  - ☐ Index
  - ☐ Maintenance of classification
  - ☐ Export of formatted text file for print
  - ☐ Export of XML, ClaML
  - ☐ Export of other structured format for database production
- ☐ Crosswalks or external references (please specify between which classifications)
- ☐ Mapping to other vocabularies (please specify these vocabularies)
- ☐ Data validation, aggregation, tabulation, or retrieval
- ☐ Dissemination and communication
- ☐ Other (please specify)

Brief description of functionality (fill in if necessary to understand purpose)

Electronic tool on ICF **Part 2 – please fill in only for tools that are owned by your institution!**
Target audiences: (Ticklist with topics below, select the relevant tickboxes with your mouse, or type X, to undo type X again) ☐ Coders ☐ Clinicians/doctors ☐ Medical students ☐ Paramedical students ☐ Statistician/epidemiologists ☐ Health information analysts ☐ Health planners and managers ☐ High-level decision makers ☐ Software developer ☐ Others(s) (please specify)
What language/s is the user interface available in (e.g. English, French)?
What language(s) data does the tool process: (e.g. a coding tool might process only input in English)?l standard) ☐ Language independent
Is there a copyright on the tool? ☐ No ☐ Yes
Is it possible to obtain translation rights? ☐ No ☐ Yes (please describe the procedure involved, costs, etc) **Are there any pre-requisites required for using the tool?** (e.g. minimum educational level, experience in data processing, etc.) ☐ No ☐ Yes (please describe)
Hardware requirements for the installation of this tool
Software requirements for using this tool (e.g. operating system, standard software or of the shelf packages)

Is this tool available to the public?
☐ No
☐ Yes (please tick all that apply)
- ☐ public domain
- ☐ through a distribution centre
- ☐ on the internet
- ☐ from the author/producer
- ☐ from the Collaborating Centre
- ☐ other (please specify)

Is it necessary to obtain a license to use the tool?
☐ No
☐ Not for Collaborating Centres
☐ Yes (please specify amount and currency)

Are there provisions/mechanisms for updating the tool to reflect changes in ICF?
☐ No
☐ Yes (please describe provisions/mechanisms as completely as possible)

COMMENTS ON PILOT

Content of pilot:

Technical comment:

3 ***Completed Initial Phase forms received from***

Sweden & Norway

Title of material:
ICF, international classification of functioning, disability and health

Content of implementation material:	Content of educational material:
x ICF dimensions: BF/S, A/P, E including coding O ICF qualifiers including coding x ICF frameworks and concepts O ICF history and concepts x Measurement and calibration (eg to existing measurement tools) O The broader concept of health—Use of ICF and ICD together x Minimum data sets using ICF O Ethical considerations including privacy O Implementation strategy and dissemination O Translation	x ICF dimensions: BF/S, A/P, E including coding O ICF qualifiers including coding x ICF frameworks and concepts O ICF history and concepts O Measurement and calibration O The broader concept of health—Use of ICF and ICD together x Implementation and planning O Ethical use including privacy

Description, abstract or overview of implementation material
or
Description, abstract or overview of educational material

Short introduction of ICF and its structure, recent development and international activities, core sets, linking instruments to ICF, practical experience in coding patient history according to ICF, use of ICF for development of rehabilitation plan.

The participant should have some previous knowledge of ICF.

Implementation and Education items:

Area of application and purpose of use: ticklist with topics below
x Clinical (specify type) Clinical use of ICF in rehabilitation
O Administrative data including health records
O Surveys
O Insurance
O Policy development or planning
O Measurement or assessment
O Research
O Private sector
O Public sector
Level of use eg as:
O Conceptual framework
O Detailed set

Types of ICF users/audiences: ticklist with topics below
O Consumers/service users
x Clinician
O Policy makers
O Statistician
O Administrator
O Researchers
O Survey developers
O Health science students
O Coders

Contact information:
Name:Gunnar Grimby
Organisation: Rehabilitation Medicine
Postal Address: Sahlgrenska University Hospital
Email Address: Gunnar.Grimby@rehab.gu.se
Developer or author of material: See above

Education items only:	
Learning objectives: Type of learning objective from ticklist below O Awareness, introduction O Training for policy and planning x Training for 'clinical' use (specify) O Training for data development O Training for coding	
Function of use: -	
Method of instruction: select from ticklist below O Electronic tools/web based training O User guides O Videos O Other self help methods x Presentations/slides / Power-point shows O Workshops, interactive or 'hands on' methods	
Duration of course: x Short or O Long	
Requirements: equipment / media/ specific tools needed -	
Availability: O Yes x No O Under Development	**Costs:**
Language: Swedish	**IP issue:** O Open Source x No Copyright protection O Copyright protected O For Free distribution
Reference: This is part of a course held by Werner Jäger, Rearb Institutet, c/o Luleå Tekniska Högskola, SE-96136 Boden, Sweden E-mail: Werner.Jaeger@rearb.se	
Specific needs: description of user needs -	
Comments on pilot: Technical and content No further comments on the questionnaire	

Sweden & Norway

Title of material:
" Egenbedömning av delaktighet enligt ICF"
(Self-ratings of participation using ICF)

Content of implementation material:	**Content of educational material:**
O ICF dimensions: BF/S, A/P, E including coding O ICF qualifiers including coding O ICF frameworks and concepts O ICF history and concepts O Measurement and calibration (eg to existing measurement tools) 0 The broader concept of health—Use of ICF and ICD together O Minimum data sets using ICF X Ethical considerations including privacy X Implementation strategy and dissemination O Translation	O ICF dimensions: BF/S, A/P, E including coding O ICF qualifiers including coding O ICF frameworks and concepts O ICF history and concepts O Measurement and calibration O The broader concept of health—Use of ICF and ICD together X Implementation and planning X Ethical use including privacy

Description, abstract or overview of implementation material
or
Description, abstract or overview of educational material

Manual for self-ratings and self-rating material adapted for use by persons with intellectual disability. Text changed to PICTOGRAMs and also adaptation with checklist to be used with persons with psychiatric illness.

Material: Manual (PDF-file) and questionnaire (Word)

Material available (in Swedish) available through Mälardalen University College website:
http://www.mdh.se/isb/child/egenbedomning_icf.html
and National Board of Health and Welfare:
http://www.sos.se/epc/klassifi/icf.htm#Egenbedömning

Implementation and Education items:

Area of application and purpose of use: ticklist with topics below
X Clinical (specify type) self-ratings (see above)
O Administrative data including health records
O Surveys
O Insurance
O Policy development or planning
O Measurement or assessment
O Research
O Private sector
O Public sector
Level of use eg as:
O Conceptual framework
O Detailed set

Types of ICF users/audiences: ticklist with topics below
X Consumers/service users
X Clinician
O Policy makers
O Statistician
O Administrator
O Researchers
O Survey developers
O Health science students
O Coders

Contact information: details on persons providing information and contribution to topic

described
Name: Mats Granlund, Professor
Organisation: Mälardalen University College, Västerås, Sweden
Postal Address: Box 883, SE-721 23 Västerås, Sweden
Email Address: mats.granlund@mdh.se
Developer or author of material: yes

Education items only:

Learning objectives: Type of learning objective from ticklist below
O Awareness, introduction
O Training for policy and planning
O Training for 'clinical' use (specify)
O Training for data development
O Training for coding

Function of use:
Any accreditation of courses and/or record of use including use in educational institutions.

Method of instruction: select from ticklist below
O Electronic tools/web based training
X User guides
O Videos
O Other self help methods
O Presentations/slides / Power-point shows
O Workshops, interactive or 'hands on' methods

Duration of course:
O Short or O Long

Requirements:
equipment / media/ specific tools needed

Availability:	**Costs:**
X Yes O No O Under Development	free

Language:	**IP issue:**
name of Language/please use International standard: Swedish	O Open Source O No Copyright protection O Copyright protected X For Free distribution

Reference:
"Egenbedömning av delaktighet enligt ICF"

Specific needs:
description of user needs

Comments on pilot:
Technical and content

Sweden & Norway

Title of material:
Education Program for ICF. Training and research application

Content of implementation material:	**Content of educational material:**
O ICF dimensions: BF/S, A/P, E including coding	x ICF dimensions: BF/S, A/P, E including coding
O ICF qualifiers including coding	x ICF qualifiers including coding
O ICF frameworks and concepts	x ICF frameworks and concepts
O ICF history and concepts	x ICF history and concepts
O Measurement and calibration (eg to existing measurement tools)	x Measurement and calibration
O The broader concept of health—Use of ICF and ICD together	x The broader concept of health—Use of ICF and ICD together
O Minimum data sets using ICF	x Implementation and planning
O Ethical considerations including privacy	x Ethical use including privacy
O Implementation strategy and dissemination	
O Translation	

Description, abstract or overview of implementation material
or Description, abstract or overview of educational material

The program was originally developed to be used in the organising of five Regional conferences (two days) to introduce ICF to Health workers, administrators and other having interest in ICF.
Main topics:

- ICF. History and perspectives for the future
- ICF introduction- structure, components and codes *
- Presentation of Users guides and electronic tools
- ICF and core sets
- ICF and Validation of functions in the health insurance scheme
- ICF and Outcome measures
- Application of ICF in research *
- ICF in studies of children with cerebral palsy *

The presentations marked with * will be available in English after the Nordic-Baltic ICF conference in Tallin 19-20 May 2005

Implementation and Education items:

Area of application and purpose of use: ticklist with topics below
x Clinical (specify type) Rehabilitation/habilitation
O Administrative data including health records
x Surveys
x Insurance
x Policy development or planning
x Measurement or assessment
x Research
x Private sector
x Public sector
Level of use eg as:
x Conceptual framework
O Detailed set

Types of ICF users/audiences: ticklist with topics below
x Consumers/service users
x Clinician
x Policy makers
x Statistician
x Administrator
x Researchers
x Survey developers

x Health science students
x Coders

Contact information: details on persons providing information and contribution to topic described
Name: Asbjørn Haugsbø
Organisation: Norwegian Directorate for Health and Social Affairs
Postal Address: Pb 7000, St. Olavs plass, NO-0130 Oslo
Email Address: aha@shdir.no
Developer or author of material: Many contributors from our Norwegian reference group

Education items only:

Learning objectives: Type of learning objective from ticklist below
x Awareness, introduction
x Training for policy and planning
x Training for 'clinical' use (specify)
x Training for data development
x Training for coding

Function of use:
Any accreditation of courses and/or record of use including use in educational institutions.

Approved 10 -12 hours for specialist training for doctors in rehabilitation, community medicine and geriatrics.
Also approved as specialist training 10 –12- hours for nurses, physiotherapists and occupational therapists.

Method of instruction: select from ticklist below
x Electronic tools/web based training
x User guides
O Videos
O Other self help methods
x Presentations/slides / Power-point shows
O Workshops, interactive or 'hands on' methods

Duration of course:
O Short or x Long 2 days, 10.00 - 16.00

Requirements:
Power point equipment

Availability:	**Costs:**
x Yes O No O Under Development	Free
Language:	**IP issue:**
Norwegian. After the ICF conference in Tallin three lectures will be available in English	x Open Source x No Copyright protection O Copyright protected O For Free distribution

Reference:
The power point presentations in Norwegian will be found at:
http://www.kith.no/icf/
http://www.nordclass.uu.se/
Some of the presentations will be made available in English (May 2005)

Specific needs:
description of user needs
-

Comments on pilot:
Technical and content
-

France

Title of material:
ICF training

Content of implementation material:	**Content of educational material:**
O ICF dimensions: BF/S, A/P, E including coding O ICF qualifiers including coding O ICF frameworks and concepts O ICF history and concepts O Measurement and calibration (eg to existing measurement tools) O The broader concept of health—Use of ICF and ICD together O Minimum data sets using ICF O Ethical considerations including privacy O Implementation strategy and dissemination O Translation	O ICF dimensions: BF/S, A/P, E including coding O ICF qualifiers including coding O ICF frameworks and concepts O ICF history and concepts O Measurement and calibration O The broader concept of health—Use of ICF and ICD together O Implementation and planning O Ethical use including privacy

Description, abstract or overview of educational material

This Power Point presentation is a tool that aims at informing and raising awareness about the ICF through 5 successive modules:
Module I : WHO's Health Classifications
Module II : ICF sociological and political background
Module III : ICF : description of the framework, concepts (dimensions and qualifiers) and coding principles
Module IV : ICF main inputs and limits
Module V : International norms (benchmarks)

Implementation and Education items:

Area of application and purpose of use: ticklist with topics below
O Clinical (specify type)
O Administrative data including health records
O Surveys
O Insurance
O Policy development or planning
O Measurement or assessment
O Research
O Private sector
O Public sector
Level of use eg as:
O Conceptual framework
O Detailed set

Types of ICF users/audiences: ticklist with topics below
O Consumers/service users
O Clinician
O Policy makers
O Statistician
O Administrator
O Researchers
O Survey developers
O Health science students
O Coders

Contact information: details on persons providing information and contribution to topic described
Name of the one providing the information: Marie Cuenot
Organisation: CTNERHI / WHO-FCC FIC-ICF
Postal Address: 236 bis rue de Tolbiac 75013 PARIS

Email Address: m.cuenot@ctnerhi.com.fr
Developer or author of material: Catherine Barral, c.barral@ctnerhi.com.fr CTNERHI – WHO-FCC-FIC-ICF

Education items only:

Learning objectives: Type of learning objective from ticklist below
O Awareness, introduction
O Training for policy and planning
O Training for 'clinical' use (specify)
O Training for data development
O Training for coding

Function of use:
Any accreditation of courses and/or record of use including use in educational institutions.
- *ENSP* (National School for Public Health): heads of special institutions
- *Université de Paris V* (Students in social mediation)
- *Université de Paris VIII*
- *Université de Saint-Etienne, Université de Dijon* : Schools of rehabilitation medecine
- Nursing schools
- *CNEFEI* (National Centre of Study and Training for Inadapted Childhood): National Education specialised supervisors, National Education specialised teachers
- *Haute Ecole Fribourgeoise de Travail Social* (Fribourg School of Social Work, Switzerland)
- *CTNERHI* (National Technical Centre for Study and Research on Disability)
- *Administration française* (French administration) : people in charge of health and social affairs
- *IFRH* (Research Network on Disability)

Method of instruction: select from ticklist below
O Electronic tools/web based training
O User guides
O Videos
O Other self help methods
O Presentations/slides / Power-point shows
O Workshops, interactive or 'hands on' methods

Duration of course:
O Short or O Long

Requirements:
equipment / media/ specific tools needed
Computer and video projector

Availability:	**Costs:**
O Yes O No O Under Development	Available for free
Language: name of Language/please use International standard: English French	**IP issue:** O Open Source O No Copyright protection O Copyright protected O For Free distribution

Reference:
reference for material if available

Specific needs:
description of user needs

Comments on pilot:

Technical and content

- Lack of categories “other”, specify …
- A bit confusing because the requirements about Education and Implementation materials are not distinct enough/ somewhat overlapping, especially in the frame “Implementation and Education items” / “area of application and purpose of use” / “types of ICF users / audiences”
- Among the items proposed in the frame “IP issue”, is there a difference between “open source” and “for free distribution”?

The Power Point presentation presented here should have its source cited and then be still available for free.

- The frame “reference” is not really clear: do you expect having a bibliographical reference for the described material ?

France

Title of material:
Using the ICF: critics based on an example of an assessment of a population of disabled children in France

Content of implementation material:	Content of educational material:
O ICF dimensions: BF/S, A/P, E including coding O ICF qualifiers including coding O ICF frameworks and concepts O ICF history and concepts O Measurement and calibration (eg to existing measurement tools) O The broader concept of health—Use of ICF and ICD together O Minimum data sets using ICF O Ethical considerations including privacy O Implementation strategy and dissemination O Translation	O ICF dimensions: BF/S, A/P, E including coding O ICF qualifiers including coding O ICF frameworks and concepts O ICF history and concepts O Measurement and calibration O The broader concept of health—Use of ICF and ICD together O Implementation and planning O Ethical use including privacy

Description, abstract or overview of implementation material
or
Description, abstract or overview of educational material

The authors present a Global Autonomy Assessment Schedule (GAAS) built for disabled children taken in French specialized schools and its experiment's results from the ICF, the WHO-DAS-II and the ICF-CY point of views. Their experiment brought them to substantially modify and adapt the model proposed by the ICF: among the hundreds available categories, they picked out the most relevant ones to describe this population, bringing precisions and adding some questions. They also elaborated operational codes to quantify difficulties and differently question environmental factors (in relation to the way life situations may interact and in relation to these factors' definition).

Implementation and Education items:

Area of application and purpose of use: ticklist with topics below
O Clinical (specify type)
O Administrative data including health records
O Surveys
O Insurance
O Policy development or planning
O Measurement or assessment
O Research
O Private sector
O Public sector
Level of use eg as:
O Conceptual framework
O Detailed set

Types of ICF users/audiences: ticklist with topics below
O Consumers/service users
O Clinician
O Policy makers
O Statistician
O Administrator
O Researchers
O Survey developers
O Health science students
O Coders

Contact information: details on persons providing information and contribution to topic described
Name of the one providing the information: Marie Cuenot

Organisation: CTNERHI / WHO-FCC FIC-ICF
Postal Address: 236 bis rue de Tolbiac 75013 PARIS
Email Address: m.cuenot@ctnerhi.com.fr
Author of material: Jean-Yves Barreyre and Carole Peintre, CEDIAS, ANCREAI Ile de France: dir.creai.idf@9online.fr (Network of the WHO-FIC-FCC-FCI-ICF)

Education items only:

Learning objectives: Type of learning objective from ticklist below
O Awareness, introduction
O Training for policy and planning
O Training for 'clinical' use (specify)
O Training for data development
O Training for coding

Function of use:
Any accreditation of courses and/or record of use including use in educational institutions.

Method of instruction: select from ticklist below
O Electronic tools/web based training
O User guides
O Videos
O Other self help methods
O Presentations/slides / Power-point shows
O Workshops, interactive or 'hands on' methods

Duration of course:
O Short or O Long

Requirements:
equipment / media/ specific tools needed

Availability:	**Costs:**
O Yes O No O Under Development	

Language:	**IP issue:**
name of Language/please use International standard: English French	O Open Source O No Copyright protection O Copyright protected O For Free distribution

Reference:
reference for material if available

Specific needs:
description of user needs

Comments on pilot:
Technical and content
- A bit confusing because the requirements about Education and Implementation materials are not distinct enough/ somewhat overlapping, especially in the frame "Implementation and Education items"/ "area of application and purpose of use" / "types of ICF users / audiences
- Lack of categories "other", specify …

France

Title of material:
Is the qualifiers' scale efficient in the ICF?

Content of implementation material:	**Content of educational material:**
O ICF dimensions: BF/S, A/P, E including coding O ICF qualifiers including coding O ICF frameworks and concepts O ICF history and concepts O Measurement and calibration (eg to existing measurement tools) O The broader concept of health—Use of ICF and ICD together O Minimum data sets using ICF O Ethical considerations including privacy O Implementation strategy and dissemination O Translation	O ICF dimensions: BF/S, A/P, E including coding O ICF qualifiers including coding O ICF frameworks and concepts O ICF history and concepts O Measurement and calibration O The broader concept of health—Use of ICF and ICD together O Implementation and planning O Ethical use including privacy

Description, abstract or overview of implementation material
or
Description, abstract or overview of educational material

After adopting the ICF, WHO asked the collaborating centres to work on modes of qualification of the categories (qualifiers -capacity/performance-; scales for qualifying functions and activity and participation). From some ICF implementations, with several populations and different action fields, we suggest a four-level scaling of qualifiers, therefore different from the five-level scale suggested by WHO. We analyse each logic.

Max. 100 words

Implementation and Education items:

Area of application and purpose of use: ticklist with topics below
O Clinical (specify type)
O Administrative data including health records
O Surveys
O Insurance
O Policy development or planning
O Measurement or assessment
O Research
O Private sector
O Public sector
Level of use eg as:
O Conceptual framework
O Detailed set

Types of ICF users/audiences: ticklist with topics below
O Consumers/service users
O Clinician
O Policy makers
O Statistician
O Administrator
O Researchers
O Survey developers
O Health science students
O Coders

Contact information: details on persons providing information and contribution to topic described
Name of the one providing the information: Marie Cuenot
Organisation: CTNERHI / WHO-FCC FIC-ICF
Postal Address: 236 bis rue de Tolbiac 75013 PARIS

Email Address: m.cuenot@ctnerhi.com.fr
Author of material: Jean-Yves Barreyre and Carole Peintre, CEDIAS, ANCREAI Ile de France: dir.creai.idf@9online.fr (Network of the WHO-FIC-FCC-FCI-ICF)

Education items only:

Learning objectives: Type of learning objective from ticklist below
O Awareness, introduction
O Training for policy and planning
O Training for 'clinical' use (specify)
O Training for data development
O Training for coding

Function of use:
Any accreditation of courses and/or record of use including use in educational institutions.

Method of instruction: select from ticklist below
O Electronic tools/web based training
O User guides
O Videos
O Other self help methods
O Presentations/slides / Power-point shows
O Workshops, interactive or 'hands on' methods

Duration of course:
O Short or O Long

Requirements:
equipment / media/ specific tools needed

Availability:	**Costs:**
O Yes O No O Under Development	
Language: name of Language/please use International standard: English French	**IP issue:** O Open Source O No Copyright protection O Copyright protected O For Free distribution

Reference:
reference for material if available

Specific needs:
description of user needs

Comments on pilot:
Technical and content
- A bit confusing because the requirements about Education and Implementation materials are not distinct enough/ somewhat overlapping, especially in the frame "Implementation and Education items"/ "area of application and purpose of use" / "types of ICF users / audiences
- Lack of categories "other", specify …

Mexico

Title of material:
ICF Training material

Content of implementation material:	**Content of educational material:**
Ox ICF dimensions: BF/S, A/P, E including coding	Ox ICF dimensions: BF/S, A/P, E including coding
Ox ICF qualifiers including coding	Ox ICF qualifiers including coding
Ox ICF frameworks and concepts	Ox ICF frameworks and concepts
Ox ICF history and concepts	Ox ICF history and concepts
Ox Measurement and calibration (eg to existing measurement tools)	Ox Measurement and calibration
Ox The broader concept of health—Use of ICF and ICD together	O The broader concept of health—Use of ICF and ICD together
Ox Minimum data sets using ICF	Ox Implementation and planning
O Ethical considerations including privacy	O Ethical use including privacy
Ox Implementation strategy and dissemination	
O Translation	

We have two kinds of materials to train: basic and advanced.

Basic training material: This material is designed to introduce the framework, international family of classifications, to distinguish between ICF and ICD, history of classification, basic concepts. It's applied in very new groups to familiarize them with the classification.
The contents of this material are reviewed in four sessions of two hours.

Advanced training material: In this module, designed to people more familiarized with international family of classifications, are included all the items of the basic module besides a lot of practical work to apply the ICF.

Max. 100 words

Implementation and Education items:

Area of application and purpose of use: ticklist with topics below
Ox Clinical (specify type)
Ox Administrative data including health records
Ox Surveys
O Insurance
O Policy development or planning
Ox Measurement or assessment
Ox Research
O Private sector
Ox Public sector
Level of use eg as:
Ox Conceptual framework
O Detailed set

Types of ICF users/audiences: ticklist with topics below
Ox Consumers/service users
Ox Clinician
Ox Policy makers
Ox Statistician
O Administrator
Ox Researchers
Ox Survey developers
Ox Health science students
Ox Coders

Contact information: details on persons providing information and contribution to topic described
Name: Patricia Nilda Soliz Sánchez

Organisation: Ministry of Health
Postal Address: Reforma 450, Piso 11. Postal Code:06600. Col. Juárez. México D.F.
Email Address: cif@salud.gob.mx
Developer or author of material: Patricia Nilda Soliz Sánchez

Education items only:

Learning objectives: Type of learning objective from ticklist below
Ox Awareness, introduction
O Training for policy and planning
Ox Training for 'clinical' use (specify)
Ox Training for data development
Ox Training for coding

Function of use:
Any accreditation of courses and/or record of use including use in educational institutions.

Method of instruction: select from ticklist below
O Electronic tools/web based training
OxUser guides
O Videos
O Other self help methods
Ox Presentations/slides / Power-point shows
Ox Workshops, interactive or 'hands on' methods

Duration of course:
Ox Short or Ox Long

Requirements:
equipment / media/ specific tools needed

Availability:	**Costs:**
O Yes O No Ox Under Development	

Language:	**IP issue:**
name of Language/please use International standard: Spanish	O Open Source Ox No Copyright protection O Copyright protected O For Free distribution

Reference:
reference for material if available

Specific needs:
description of user needs

Comments on pilot:
Technical and content
This material have been developed through many exercises with differents kinds of groups. It have been improved with contributions of people familiarized with international family of classifications or with comments of potential users

The Netherlands

Title of material:
Understanding the ICF. A manual for the use of the ICF by allied health professionals and other professionals.

Content of implementation material:	**Content of educational material:**
X ICF dimensions: BF/S, A/P, E including coding X ICF qualifiers including coding X ICF frameworks and concepts X ICF history and concepts X Measurement and calibration (eg to existing measurement tools) X The broader concept of health—Use of ICF and ICD together X Minimum data sets using ICF O Ethical considerations including privacy X Implementation strategy and dissemination X Translation	O ICF dimensions: BF/S, A/P, E including coding O ICF qualifiers including coding O ICF frameworks and concepts O ICF history and concepts O Measurement and calibration O The broader concept of health—Use of ICF and ICD together O Implementation and planning O Ethical use including privacy

Description, abstract or overview of implementation material
or
Description, abstract or overview of educational material

For allied health professionals the ICF is an important classification. To describe patient findings, examination findings, the diagnosis as formulated by an allied health professional, the goals of treatment and the treatment results, the ICF offers a useful terminology. Though ICF-terms are introduced for instance in guidelines, the actual use of ICF by clinicians, policy makers and researchers gives problems. As ICF-terminology is used in all courses presented by the Dutch National Institute of Allied Health Care and participants in these courses lack practical skills in using ICF-terminology its was decided to develop a manual in combination with a 1-day training course for allied health professionals in using the ICF (see other form).

Max. 100 words

Implementation and Education items:

Area of application and purpose of use: ticklist with topics below
X Clinical (specify type) / allied health professionals
O Administrative data including health records
O Surveys
O Insurance
X Policy development or planning
X Measurement or assessment
X Research
O Private sector
O Public sector
Level of use eg as:
X Conceptual framework
X Detailed set

Types of ICF users/audiences: ticklist with topics below
O Consumers/service users
X Clinician
X Policy makers
O Statistician
O Administrator
X Researchers
O Survey developers
X Health science students
O Coders

Contact information: details on persons providing information and contribution to topic

<table>
<tr><td colspan="2">described
Organisation: Dutch national institute of allied health professions
Postal Address: Postbox 1161
Email Address: vanRavensberg@paramedisch.org & heerkens@paramedisch.org
Developer or author of material: Dorine van Ravensberg & Yvonne Heerkens</td></tr>
<tr><td colspan="2">Education items only:</td></tr>
<tr><td colspan="2">Learning objectives: Type of learning objective from ticklist below
O Awareness, introduction
O Training for policy and planning
O Training for ‘clinical’ use (specify)
O Training for data development
O Training for coding</td></tr>
<tr><td colspan="2">Function of use:
Any accreditation of courses and/or record of use including use in educational institutions.</td></tr>
<tr><td colspan="2">Method of instruction: select from ticklist below
O Electronic tools/web based training
O User guides
O Videos
O Other self help methods
O Presentations/slides / Power-point shows
O Workshops, interactive or ‘hands on’ methods</td></tr>
<tr><td colspan="2">Duration of course:
O Short or O Long</td></tr>
<tr><td colspan="2">Requirements:
equipment / media/ specific tools needed</td></tr>
<tr><td>Availability:
O Yes
O No
O Under Development</td><td>Costs:</td></tr>
<tr><td>Language:
name of Language/please use International standard:</td><td>IP issue:
O Open Source
O No Copyright protection
O Copyright protected
O For Free distribution</td></tr>
<tr><td colspan="2">Reference:
reference for material if available</td></tr>
<tr><td colspan="2">Specific needs:
description of user needs</td></tr>
<tr><td colspan="2">Comments on pilot:
Technical and content</td></tr>
</table>

The Netherlands

Title of material:
The use of the ICF / a training course for allied health professionals

Content of implementation material:	**Content of educational material:**
O ICF dimensions: BF/S, A/P, E including coding	X ICF dimensions: BF/S, A/P, E including coding
O ICF qualifiers including coding	X ICF qualifiers including coding
O ICF frameworks and concepts	X ICF frameworks and concepts
O ICF history and concepts	X ICF history and concepts
O Measurement and calibration (eg to existing measurement tools)	X Measurement and calibration
O The broader concept of health—Use of ICF and ICD together	X The broader concept of health—Use of ICF and ICD together
O Minimum data sets using ICF	O Implementation and planning
O Ethical considerations including privacy	O Ethical use including privacy
O Implementation strategy and dissemination	
O Translation	

Description, abstract or overview of implementation material
or
Description, abstract or overview of educational material

For allied health professionals the ICF is an important classification. To describe patient findings, examination findings, the diagnosis as formulated by an allied health professional, the goals of treatment and the treatment results, the ICF offers a useful terminology. Though ICF-terms are introduced for instance in guidelines, the actual use of ICF by clinicians, policy makers and researchers gives problems. As ICF-terminology is used in all courses presented by the Dutch National Institute of Allied Health Care and participants in these courses lack practical skills in using ICF-terminology its was decided to develop a 1-day training course for allied health professionals in combination with a manual (see other form).

Max. 100 words

Implementation and Education items:

Area of application and purpose of use: ticklist with topics below
X Clinical (specify type)
O Administrative data including health records
O Surveys
O Insurance
O Policy development or planning
X Measurement or assessment
X Research
O Private sector
O Public sector
Level of use eg as:
X Conceptual framework
X Detailed set

Types of ICF users/audiences: ticklist with topics below
O Consumers/service users
X Clinician
X Policy makers
O Statistician
O Administrator
X Researchers
O Survey developers
O Health science students
O Coders

Contact information: details on persons providing information and contribution to topic described

Organisation: Dutch national institute of allied health professions
Postal Address: Postbox 1161
Email Address: vanRavensberg@paramedisch.org & heerkens@paramedisch.org
Developer or author of material: Dorine van Ravensberg & Yvonne Heerkens

Education items only:

Learning objectives: Type of learning objective from ticklist below
X Awareness, introduction
X Training for policy and planning
X Training for 'clinical' use (specify)
O Training for data development
O Training for coding

Function of use:
Any accreditation of courses and/or record of use including use in educational institutions.
Acrredition is given by the professional organizations

Method of instruction: select from ticklist below
O Electronic tools/web based training
X User guides
O Videos
O Other self help methods
X Presentations/slides / Power-point shows
X Workshops, interactive or 'hands on' methods

Duration of course:
O Short or O Long
one day

Requirements:
equipment / media/ specific tools needed
Computer, beamer, training material, casus, ICF

Availability:	**Costs:**
X Yes O No O Under Development	€175
Language: name of Language/please use International standard: Dutch	**IP issue:** O Open Source O No Copyright protection X Copyright protected O For Free distribution

Reference:
reference for material if available
Part of the book "Understanding the ICF. A manual of the use of the ICF by allied health professionals and other professionals".

Specific needs:
description of user needs

Comments on pilot:
Technical and content
The workshop has been given once (March 2005) with 35 participants. The general score for the course was positive. Some of the tasks took more time than expected. The level of knowledge of the participants varied a lot, making discussions sometimes less easy. The course will be taken up in the course program of the institute.

The Netherlands

Title of material:
Use of ICF scheme in interviews for patient's interest in lifestyle changes

Content of implementation material:	Content of educational material:
O ICF dimensions: BF/S, A/P, E including coding O ICF qualifiers including coding X ICF frameworks and concepts O ICF history and concepts O Measurement and calibration (eg to existing measurement tools) O The broader concept of health—Use of ICF and ICD together O Minimum data sets using ICF O Ethical considerations including privacy O Implementation strategy and dissemination O Translation	O ICF dimensions: BF/S, A/P, E including coding O ICF qualifiers including coding O ICF frameworks and concepts O ICF history and concepts O Measurement and calibration O The broader concept of health—Use of ICF and ICD together O Implementation and planning O Ethical use including privacy

Description, abstract or overview of implementation material
or
Description, abstract or overview of educational material

The ICF schema (all dimensions) is broadly used by a variety of health care workers (such as, physicians, nurses, physical therapists) in interviews to gain insight in a person's interest in life style changes, and facilitating and hindering factors that are relevant for the individual person. Special, standardized, questions are formulated and placed into the different ICF schema 'blocs'. For each patient such 'healthy life interest' schema is filled in on the basis of the outcome of the interview. This schema, together with the made contracts, is used as reminder for both patient and professional of what is communicated about healthy life.

Max. 100 words

Implementation and Education items:

Area of application and purpose of use: ticklist with topics below
O Clinical (specify type)
X Administrative data including health records
O Surveys
O Insurance
O Policy development or planning
X Measurement or assessment
O Research
O Private sector
O Public sector
Level of use eg as:
O Conceptual framework
O Detailed set

Types of ICF users/audiences: ticklist with topics below
X Consumers/service users
X Clinician
O Policy makers
O Statistician
O Administrator
O Researchers
O Survey developers
O Health science students
O Coders

Contact information: details on persons providing information and contribution to topic described

Name: : Dorine van Ravensberg & Yvonne Heerkens
Organisation: Dutch national institute of allied health
Postal Address: Postbox 1161
Email Address: vanRavensberg@paramedisch.org & heerkens@paramedisch.org

Developer or author of material: Dorine van Ravensberg

Education items only:

Learning objectives: Type of learning objective from ticklist below
O Awareness, introduction
O Training for policy and planning
O Training for 'clinical' use (specify)
O Training for data development
O Training for coding

Function of use:
Any accreditation of courses and/or record of use including use in educational institutions.

Method of instruction: select from ticklist below
O Electronic tools/web based training
O User guides
O Videos
O Other self help methods
O Presentations/slides / Power-point shows
O Workshops, interactive or 'hands on' methods

Duration of course:
O Short or O Long

Requirements:
equipment / media/ specific tools needed

Availability:	**Costs:**
O Yes O No O Under Development	
Language: name of Language/please use International standard:	**IP issue:** O Open Source O No Copyright protection O Copyright protected O For Free distribution

Reference:
reference for material if available

Specific needs:
description of user needs

Comments on pilot:
Technical and content

The Netherlands

Title of material:
Use of the ICF scheme for organizing (patient groups) data

Content of implementation material:
O ICF dimensions: BF/S, A/P, E including coding
O ICF qualifiers including coding
X ICF frameworks and concepts
O ICF history and concepts
O Measurement and calibration (eg to existing measurement tools)
O The broader concept of health—Use of ICF and ICD together
O Minimum data sets using ICF
O Ethical considerations including privacy
O Implementation strategy and dissemination
O Translation

Content of educational material:
O ICF dimensions: BF/S, A/P, E including coding
O ICF qualifiers including coding
O ICF frameworks and concepts
O ICF history and concepts
O Measurement and calibration
O The broader concept of health—Use of ICF and ICD together
O Implementation and planning
O Ethical use including privacy

Description, abstract or overview of implementation material
or
Description, abstract or overview of educational material

In physical therapy research projects we gathered data from patients (descriptions of patients' functioning, in all ICF dimensions, and relevant personal and external factors), and data on treatment goals en evaluation outcomes.
Besides description of these data in text form, data were also organized into ICF schemas. We used different schemas for different patient groups or subgroups, for example children with orthopedic or neurologic diseases, or different subgroups of elderly.
We also organized different topics in different schemas, such as 'therapeutic findings', 'treatment goals' and 'results'.
Data organized in ICF schemas appeared to give very good -and quick- overviews of differences between patient subgroups with respect to therapeutic findings, treatment goals and results.

Max. 100 words

Implementation and Education items:

Area of application and purpose of use: ticklist with topics below
O Clinical (specify type)
X Administrative data including health records
X Surveys
O Insurance
O Policy development or planning
O Measurement or assessment
X Research
O Private sector
O Public sector
Level of use eg as:
O Conceptual framework
O Detailed set

Types of ICF users/audiences: ticklist with topics below
O Consumers/service users
X Clinician
X Policy makers
O Statistician
O Administrator
X Researchers
O Survey developers
O Health science students

O Coders
Contact information: details on persons providing information and contribution to topic described Name: Dorine van Ravensberg & Yvonne Heerkens Organisation: Dutch national institute of allied health Postal Address: Postbox 1161 Email Address: vanRavensberg@paramedisch.org & heerkens@paramedisch.org Developer or author of material:
Education items only:
Learning objectives: Type of learning objective from ticklist below O Awareness, introduction O Training for policy and planning O Training for 'clinical' use (specify) O Training for data development O Training for coding
Function of use: Any accreditation of courses and/or record of use including use in educational institutions.
Method of instruction: select from ticklist below O Electronic tools/web based training O User guides O Videos O Other self help methods O Presentations/slides / Power-point shows O Workshops, interactive or 'hands on' methods
Duration of course: O Short or O Long
Requirements: equipment / media/ specific tools needed

Availability: O Yes O No O Under Development	**Costs:**
Language: name of Language/please use International standard:	**IP issue:** O Open Source O No Copyright protection O Copyright protected O For Free distribution

Reference: reference for material if available
Specific needs: description of user needs
Comments on pilot: Technical and content

The Netherlands

Title of material:
Faculty of Human Movement Sciences, Vrije Universiteit; 3rd yr course: Rehabilitation Context (education); Research on wheelchairs and restoration of mobility in the context of (spinal cord) rehabilitation

Content of implementation material:	Content of educational material:
O ICF dimensions: BF/S, A/P, E including coding	X ICF dimensions: BF/S, A/P, E including coding
O ICF qualifiers including coding	O ICF qualifiers including coding
O ICF frameworks and concepts	O ICF frameworks and concepts
O ICF history and concepts	X ICF history and concepts
O Measurement and calibration (eg to existing measurement tools)	O Measurement and calibration
O The broader concept of health—Use of ICF and ICD together	X The broader concept of health—Use of ICF and ICD together
O Minimum data sets using ICF	O Implementation and planning
O Ethical considerations including privacy	O Ethical use including privacy
O Implementation strategy and dissemination	
O Translation	

Description, abstract or overview of implementation material
or
Description, abstract or overview of educational material

Part of the WHO, ICF 2001 material (PDF, who website) is included in the course reader for the students to read and study; in a lecture the history of conceptual models in rehabilitation is presented and the importance of the ICIDH-2 and ICF systems as a 'common language' in rehabilitation research is discussed.

The conceptual framework of ICF is also used in our research in the rehabilitation field

Max. 100 words

Implementation and Education items:

Area of application and purpose of use: ticklist with topics below
X Clinical (specify type) (spinal cord) rehabilitation
O Administrative data including health records
O Surveys
O Insurance
O Policy development or planning
X Measurement or assessment
X Research
O Private sector
O Public sector
Level of use eg as:
X Conceptual framework
O Detailed set

Types of ICF users/audiences: ticklist with topics below
O Consumers/service users
O Clinician
O Policy makers
O Statistician
O Administrator
X Researchers
O Survey developers
X Health science students
O Coders

Contact information: details on persons providing information and contribution to topic

described Name: Lucas HV van der Woude Organisation: Vrije Universiteit, Institute for Fundamental and Clinical Human Movement Sciences Postal Address: van der Boechorststraat 9, 1081 BT Amsterdam Email Address: lvdwoude@fbw.vu.nl Developer or author of material: Lucas HV van der Woude	
Education items only:	
Learning objectives: Type of learning objective from ticklist below X Awareness, introduction O Training for policy and planning O Training for 'clinical' use (specify) O Training for data development O Training for coding	
Function of use: Any accreditation of courses and/or record of use including use in educational institutions.	
Method of instruction: select from ticklist below O Electronic tools/web based training O User guides O Videos O Other self help methods X Presentations/slides / Power-point shows O Workshops, interactive or 'hands on' methods	
Duration of course: x Short or O Long	
Requirements: equipment / media/ specific tools needed	
Availability: X Yes O No O Under Development	**Costs:**
Language: name of Language/please use International standard: Dutch	**IP issue:** O Open Source O No Copyright protection O Copyright protected O For Free distribution
Reference: reference for material if available	
Specific needs: description of user needs	
Comments on pilot: Technical and content	

The Netherlands

Title of material:

Work status and chronic low back pain

Exploring the International Classification of Functioning, Disability and Health.

Content of implementation material:	Content of educational material:
O ICF dimensions: BF/S, A/P, E including coding O ICF qualifiers including coding X ICF frameworks and concepts O ICF history and concepts O Measurement and calibration (eg to existing measurement tools) O The broader concept of health—Use of ICF and ICD together O Minimum data sets using ICF O Ethical considerations including privacy O Implementation strategy and dissemination O Translation	O ICF dimensions: BF/S, A/P, E including coding O ICF qualifiers including coding O ICF frameworks and concepts O ICF history and concepts O Measurement and calibration O The broader concept of health—Use of ICF and ICD together O Implementation and planning O Ethical use including privacy

Summary

This study explored the relationship between work-status and chronic low back pain (CLBP), using the ICF. Ninety-two patients with CLBP filled out questionnaires and performed tests to measure different variables in all ICF domains. Non-working patients had a lower self-reported physical and mental health, lower physical fitness, more self-reported limitations in ADL, lower education, more depressive symptoms and higher psycho neuroticism than working patients. Self-reported physical and mental health and educational level correctly classified 84.5% of the patients as working or non-working. Thus, the relation between work-status and CLBP is multidimensional, as was illustrated by using the ICF.

Implementation and Education items:

Area of application and purpose of use: ticklist with topics below
O Clinical (specify type)
O Administrative data including health records
O Surveys
O Insurance
O Policy development or planning
O Measurement or assessment
X Research
O Private sector
O Public sector
Level of use eg as:
X Conceptual framework
O Detailed set

Types of ICF users/audiences: ticklist with topics below
O Consumers/service users
X Clinician
O Policy makers
O Statistician
O Administrator
X Researchers
O Survey developers
O Health science students
O Coders

Contact information: details on persons providing information and contribution to topic described
Name: Ms. W. Kuijer (MSc)

Organisation: Center for rehabilitation, University Medical Center Groningen.
Postal Address: Hanzeplein 1, P.O.Box 30.001, 9700 RB Groningen, The Netherlands
Email Address: w.kuijer@rev.umcg.nl
Developer or author of material: W. Kuijer et al. (see reference)

Education items only:

Learning objectives: Type of learning objective from ticklist below
O Awareness, introduction
O Training for policy and planning
O Training for 'clinical' use (specify)
O Training for data development
O Training for coding

Function of use:
Any accreditation of courses and/or record of use including use in educational institutions.

Method of instruction: select from ticklist below
O Electronic tools/web based training
O User guides
O Videos
O Other self help methods
O Presentations/slides / Power-point shows
O Workshops, interactive or 'hands on' methods

Duration of course:
O Short or O Long

Requirements:
equipment / media/ specific tools needed

Availability:	**Costs:**
O Yes O No O Under Development	

Language:	**IP issue:**
Name of Language/please use International standard: English	O Open Source O No Copyright protection X Copyright protected O For Free distribution

Reference:
Kuijer W, Brouwer S, Schiphorst Preuper HR, Groothoff JW, Geertzen JHB, Dijkstra PU. Work status and chronic low back pain: exploring the International Classification of Functioning, Disability, and Health. *Disability and Rehabilitation.* Accepted. (Exact date of publication not known yet)

Specific needs:
description of user needs

Comments on pilot:
Technical and content

The Netherlands

Title of material:
CD-ROM ICF in the Netherlands

Content of implementation material:	**Content of educational material:**
O ICF dimensions: BF/S, A/P, E including coding O ICF qualifiers including coding O ICF frameworks and concepts O ICF history and concepts O Measurement and calibration (eg to existing measurement tools) O The broader concept of health—Use of ICF and ICD together O Minimum data sets using ICF O Ethical considerations including privacy O Implementation strategy and dissemination O Translation	x ICF dimensions: BF/S, A/P, E including coding O ICF qualifiers including coding O ICF frameworks and concepts O ICF history and concepts x Measurement and calibration O The broader concept of health—Use of ICF and ICD together O Implementation and planning O Ethical use including privacy

Description, abstract or overview of implementation material
Or
Description, abstract or overview of educational material

The *Application of the ICIDH* project was organized in the Netherlands from June 2000 to September 2002. This project focused on the phases of data collection and diagnostics within the process of health care as well as on establishing the outcomes of care in case of multidisciplinary consultation.
This CD provides you with an outline of the Netherlands ICF project (the *A-part* = information), and offers an opportunity to practise the use of the ICF model and the ICF terms (the *B-part* = exercise).
In the **A**-part first you'll see a poster presenting a discussion of the project. Then you'll be able to read an article describing the project. After that you'll find a brief description of all sub-projects, explaining what instruments were developed with use of the ICF. In the **B**-part this CD allows you to practise, i.e. to use the ICF as a structure and familiarize yourself with its terminology. Therefore, a few film fragments are presented featuring a stroke patient. These fragments visualize a number of functional problems. The problems are arranged in ICF domains and subsequently translated into ICF terms. The use of these concepts in diagnosis (nursing, medical, etc.) will demonstrate the importance of using a uniform language.

Implementation and Education items:

Area of application and purpose of use: ticklist with topics below
x Clinical (specify type)
O Administrative data including health records
O Surveys
O Insurance
O Policy development or planning
x Measurement or assessment
x Research
O Private sector
O Public sector
Level of use eg as:
x Conceptual framework
x Detailed set

Types of ICF users/audiences: ticklist with topics below
O Consumers/service users
x Clinician
x Policy makers
O Statistician
O Administrator
x Researchers
O Survey developers

x Health science students O Coders	
Contact information: details on persons providing information and contribution to topic described Name: H.A. Stallinga Organisation: University Hospital Groningen Postal Address: P.O. Box 30.001 9700 RB Groningen Email Address: h.a.stallinga@bvz.umcg.nl Developer or author of material: H.A. Stallinga, G.Roodbol. T. van Achterberg, Y. Heijnen-Kaales	
Education items only:	
Learning objectives: Type of learning objective from ticklist below x Awareness, introduction O Training for policy and planning x Training for 'clinical' use (specify) O Training for data development O Training for coding	
Function of use: Any accreditation of courses and/or record of use including use in educational institutions.	
Method of instruction: select from ticklist below O Electronic tools/web based training O User guides x CD-rom O Other self help methods O Presentations/slides / Power-point shows O Workshops, interactive or 'hands on' methods	
Duration of course: x Short or O Long	
Requirements: equipment / media/ specific tools needed A computer	
Availability: x Yes O No O Under Development	**Costs:** **€ 10.00**
Language: name of Language/please use International standard: English	**IP issue:** O Open Source O No Copyright protection x Copyright protected O For Free distribution
Reference: reference for material if available	
Specific needs: description of user needs	
Comments on pilot: Technical and content	

The Netherlands

Title of material:
Newsletter WHO Collaborating Centre for the FIC in The Netherlands

Content of implementation material:	**Content of educational material:**
X ICF dimensions: BF/S, A/P, E including coding X ICF qualifiers including coding X ICF frameworks and concepts X ICF history and concepts X Measurement and calibration (eg to existing measurement tools) X The broader concept of health—Use of ICF and ICD together O Minimum data sets using ICF O Ethical considerations including privacy X Implementation strategy and dissemination O Translation	O ICF dimensions: BF/S, A/P, E including coding O ICF qualifiers including coding O ICF frameworks and concepts O ICF history and concepts O Measurement and calibration O The broader concept of health—Use of ICF and ICD together O Implementation and planning O Ethical use including privacy

Description, abstract or overview of implementation material

Twice a year the Centre issues a newsletter in English. The newsletter aims at sharing information concerning members of the WHO-FIC and implementation activities or educational materials. News on core members (ICD-10 and ICF) of WHO-FIC and derived or related members are subject of contributions. The editorial board invites persons over the world to contribute, but spontaneous contributions are welcome as well. About 1500 readers in The Netherlands and abroad receive the newsletter by mail (for free), and all newsletters are accessible through the centre's website as well.

Max. 100 words

Implementation and Education items:

Area of application and purpose of use: ticklist with topics below
X Clinical (specify type)
X Administrative data including health records
X Surveys
O Insurance
X Policy development or planning
X Measurement or assessment
X Research
X Private sector
X Public sector
Level of use eg as:
X Conceptual framework
X Detailed set

Types of ICF users/audiences: ticklist with topics below
X Consumers/service users
X Clinician
X Policy makers
X Statistician
X Administrator
X Researchers
X Survey developers
X Health science students
O Coders

Contact information: details on persons providing information and contribution to topic described
Name: Marijke de Kleijn, Huib ten Napel
Organisation: WHO-FIC Centre
Postal Address: PO Box 1, 3720 BA Bilthoven, The Netherlands

<table>
<tr><td colspan="2">Email Address: marijke.de.kleijn@rivm.nl, huib.ten.napel@rivm.nl
Developer or author of material: ICF team of the centre</td></tr>
<tr><td colspan="2">Education items only:</td></tr>
<tr><td colspan="2">Learning objectives: Type of learning objective from ticklist below
O Awareness, introduction
O Training for policy and planning
O Training for ‘clinical’ use (specify)
O Training for data development
O Training for coding</td></tr>
<tr><td colspan="2">Function of use:
Any accreditation of courses and/or record of use including use in educational institutions.</td></tr>
<tr><td colspan="2">Method of instruction: select from ticklist below
O Electronic tools/web based training
O User guides
O Videos
O Other self help methods
O Presentations/slides / Power-point shows
O Workshops, interactive or ‘hands on’ methods</td></tr>
<tr><td colspan="2">Duration of course:
O Short or O Long</td></tr>
<tr><td colspan="2">Requirements:
equipment / media/ specific tools needed</td></tr>
<tr><td>Availability:
O Yes
O No
O Under Development</td><td>Costs:</td></tr>
<tr><td>Language:
name of Language/please use International standard:
English</td><td>IP issue:
O Open Source
O No Copyright protection
O Copyright protected
O For Free distribution</td></tr>
<tr><td colspan="2">Reference:
reference for material if available</td></tr>
<tr><td colspan="2">Specific needs:
description of user needs</td></tr>
<tr><td colspan="2">Comments on pilot:
Technical and content</td></tr>
</table>

The Netherlands

Title of material:
ICF, Nederlandse vertaling van de "International Classification of Functioning, Disability and Health"

Content of implementation material:	Content of educational material:
O ICF dimensions: BF/S, A/P, E including coding O ICF qualifiers including coding O ICF frameworks and concepts O ICF history and concepts O Measurement and calibration (eg to existing measurement tools) O The broader concept of health—Use of ICF and ICD together O Minimum data sets using ICF O Ethical considerations including privacy O Implementation strategy and dissemination X Translation	O ICF dimensions: BF/S, A/P, E including coding O ICF qualifiers including coding O ICF frameworks and concepts O ICF history and concepts O Measurement and calibration O The broader concept of health—Use of ICF and ICD together O Implementation and planning O Ethical use including privacy

Description, abstract or overview of implementation material

Full Dutch translation of the ICF, including an alphabetical index on code level;
book and cd-rom

Max. 100 words

Implementation and Education items:

Area of application and purpose of use: ticklist with topics below
X Clinical (specify type): allied health professions, nursing
X Administrative data including health records
X Surveys
O Insurance
X Policy development or planning
X Measurement or assessment
X Research
X Private sector
X Public sector
Level of use eg as:
X Conceptual framework
X Detailed set

Types of ICF users/audiences: ticklist with topics below
X Consumers/service users
X Clinician
X Policy makers
X Statistician
X Administrator
X Researchers
X Survey developers
X Health science students
O Coders

Contact information: details on persons providing information and contribution to topic described
Name: Marijke de Kleijn, Huib ten Napel
Organisation: WHO-FIC Centre
Postal Address: PO Box 1, 3720 BA Bilthoven, The Netherlands
Email Address: marijke.de.kleijn@rivm.nl, huib.ten.napel@rivm.nl
Developer or author of material: ICF team of the centre
See also website of the centre: www.rivm.nl/who-fic

Education items only:	
Learning objectives: Type of learning objective from ticklist below O Awareness, introduction O Training for policy and planning O Training for 'clinical' use (specify) O Training for data development O Training for coding	
Function of use: Any accreditation of courses and/or record of use including use in educational institutions.	
Method of instruction: select from ticklist below O Electronic tools/web based training O User guides O Videos O Other self help methods O Presentations/slides / Power-point shows O Workshops, interactive or 'hands on' methods	
Duration of course: O Short or O Long	
Requirements: equipment / media/ specific tools needed	
Availability: O Yes O No O Under Development	**Costs:**
Language: name of Language/please use International standard: Dutch	**IP issue:** O Open Source O No Copyright protection O Copyright protected O For Free distribution
Reference: reference for material if available	
Specific needs: description of user needs	
Comments on pilot: Technical and content I am missing the possibility to mention the language of implementation material	

The Netherlands

Title of material:
Website of the WHO-FIC Collaborating Centre in The Netherlands

Content of implementation material:	**Content of educational material:**
O ICF dimensions: BF/S, A/P, E including coding O ICF qualifiers including coding X ICF frameworks and concepts X ICF history and concepts O Measurement and calibration (eg to existing measurement tools) O The broader concept of health—Use of ICF and ICD together O Minimum data sets using ICF O Ethical considerations including privacy X Implementation strategy and dissemination X Translation	O ICF dimensions: BF/S, A/P, E including coding O ICF qualifiers including coding O ICF frameworks and concepts O ICF history and concepts O Measurement and calibration O The broader concept of health—Use of ICF and ICD together O Implementation and planning O Ethical use including privacy

Description, abstract or overview of implementation material

The website of the centre aims at providing the visitor with information concerning the members of the WHO-FIC and its applications. ICD-10, ICF, ICPC-2, ICHI, ICECI, ISO9999 are referred to. Information about meetings, national and international, relating to classifications are mentioned and links are given. Relevant names and addresses are mentioned. A Dutch and an English version of the website are available. Links with relevant websites (e.g. WHO, other centres) are built in.

For the ICF the Dutch website includes:
- a leaflet explaining the background, structure and possibilities for use
- a basic slide show
- papers presented during Dutch user conferences

Max. 100 words

Implementation and Education items:

Area of application and purpose of use: ticklist with topics below
O Clinical (specify type)
O Administrative data including health records
O Surveys
O Insurance
O Policy development or planning
O Measurement or assessment
O Research
O Private sector
O Public sector
Level of use eg as:
O Conceptual framework
O Detailed set

Types of ICF users/audiences: ticklist with topics below
XConsumers/service users
X Clinician
X Policy makers
X Statistician
X Administrator
X Researchers
X Survey developers
X Health science students
O Coders

Contact information: details on persons providing information and contribution to topic

described
Name: Marijke de Kleijn, Huib ten Napel
Organisation: WHO-FIC Centre
Postal Address: PO Box 1, 3720 BA Bilthoven, The Netherlands
Email Address: Marijke.de.kleijn@rivm.nl, Huib.ten.napel@rivm.nl
Developer or author of material: Centre staff

Education items only:

Learning objectives: Type of learning objective from ticklist below
O Awareness, introduction
O Training for policy and planning
O Training for 'clinical' use (specify)
O Training for data development
O Training for coding

Function of use:
Any accreditation of courses and/or record of use including use in educational institutions.

Method of instruction: select from ticklist below
O Electronic tools/web based training
O User guides
O Videos
O Other self help methods
O Presentations/slides / Power-point shows
O Workshops, interactive or 'hands on' methods

Duration of course:
O Short or O Long

Requirements:
equipment / media/ specific tools needed

Availability:	**Costs:**
O Yes O No O Under Development	

Language:	**IP issue:**
name of Language/please use International standard: Dutch English	O Open Source O No Copyright protection O Copyright protected O For Free distribution

Reference:
reference for material if available

Specific needs:
description of user needs

Comments on pilot:
Technical and content

Some boxes for implementation issues are too detailed and not applicable for a general implementation item such as a website. A rubric such as "general" is recommended.

North America

Title of material:
Code ICF

Content of implementation material:	**Content of educational material:**
O ICF dimensions: BF/S, A/P, E including coding O ICF qualifiers including coding O ICF frameworks and concepts O ICF history and concepts O Measurement and calibration (eg to existing measurement tools) O The broader concept of health—Use of ICF and ICD together O Minimum data sets using ICF O Ethical considerations including privacy O Implementation strategy and dissemination O Translation	X ICF dimensions: BF/S, A/P, E including coding X ICF qualifiers including coding X ICF frameworks and concepts X ICF history and concepts O Measurement and calibration X The broader concept of health—Use of ICF and ICD together O Implementation and planning X Ethical use including privacy

Description, abstract or overview of implementation material
or
Description, abstract or overview of educational material

Code ICF is interactive, web-based training on ICF. The training modules are designed to provide a general overview of ICF, its conceptual foundations, and its applications in health reporting, clinical practice, policy making, education, and research. Users will learn how to describe the health state of an individual using domain codes with qualifiers and use the ICF browser to glean pertinent material from any part of the classification using literal entry to obtain codes. There is a section on frequently asked questions, and case vignettes are coded. Code ICF fits WHO architecture, source codes, coding guidelines, operations manuals, and linguistic modes so that translations to other official WHO languages by WHO will be straightforward.

Max. 100 words

Implementation and Education items:

Area of application and purpose of use: ticklist with topics below
X Clinical (specify type)
X Administrative data including health records
X Surveys
X Insurance
X Policy development or planning
X Measurement or assessment
X Research
X Private sector
X Public sector
Level of use eg as:
X Conceptual framework
X Detailed set

Types of ICF users/audiences: ticklist with topics below
X Consumers/service users
X Clinician
X Policy makers
X Statistician
X Administrator
X Researchers
X Survey developers
X Health science students
X Coders

Contact information: details on persons providing information and contribution to topic

described
Name: Marjorie S. Greenberg
Organisation: WHO Collaborating Center for the Family of International Classifications for North America
Postal Address: National Center for Health Statistics (NCHS), 3311 Toledo Road, Hyattsville, MD 20782, USA
Email Address: msg1@cdc.gov
Developer or author of material: Code ICF was developed by NCHS under contract with Drs. Gretchen Swanson and LeeAnne Carrothers of Western University.

Education items only:

Learning objectives: Type of learning objective from ticklist below
X Awareness, introduction
X Training for policy and planning
O Training for 'clinical' use (specify)
O Training for data development
O Training for coding

Function of use:
Any accreditation of courses and/or record of use including use in educational institutions.

Method of instruction: select from ticklist below
X Electronic tools/web based training
O User guides
X Videos
O Other self help methods
X Presentations/slides / Power-point shows
O Workshops, interactive or 'hands on' methods

Duration of course:
O Short or X Long

Requirements:
equipment / media/ specific tools needed
Internet access, Real 1 Player or Windows Media Player 9 (obtainable off the web site) to view videos.

Availability:	**Costs:**
X Yes O No X Under Development Code ICF is still awaiting final WHO review and approval.	Free
Language: name of Language/please use International standard: English	**IP issue:** O Open Source O No Copyright protection O Copyright protected X For Free distribution

Reference:
reference for material if available
http://wsdb.westernu.edu/icftraining/

Specific needs:
description of user needs

Comments on pilot:
Technical and content
I found this form quite easy to complete. However, it is difficult to limit the description/abstract to 100 words.

North America

Title of material:
Procedural Manual and Guide for a Standardized Application of the ICF: A Manual for Health Professionals

Content of implementation material:	Content of educational material:
X ICF dimensions: BF/S, A/P, E including coding	X ICF dimensions: BF/S, A/P, E including coding
X ICF qualifiers including coding	X ICF qualifiers including coding
O ICF frameworks and concepts	O ICF frameworks and concepts
O ICF history and concepts	O ICF history and concepts
O Measurement and calibration (eg to existing measurement tools)	O Measurement and calibration
O The broader concept of health—Use of ICF and ICD together	O The broader concept of health—Use of ICF and ICD together
O Minimum data sets using ICF	O Implementation and planning
O Ethical considerations including privacy	O Ethical use including privacy
O Implementation strategy and dissemination	
O Translation	

Summary

The Procedural Manual is being developed through the collaboration of WHO and the American Psychological Association, with the formal participation of an increasing number of national and international associations of health professionals. The procedural Manual is designed for both education and implementation purposes. The Manual provides a standard approach to classification for health service applications, including interpretation of concepts, operational definitions, case examples, and assessment information for each code. The Manual is intended to facilitate increased use of the ICF by providing the guidance necessary for reliable, valid, and clinically useful classification and a more rational basis for treatment planning and reimbursement policy.

Implementation and Education items:

Area of application and purpose of use: ticklist with topics below
X Clinical (specify type- **all health professions**)
O Administrative data including health records
O Surveys
O Insurance
O Policy development or planning
X Measurement or assessment
X Research
X Private sector
X Public sector
Level of use eg as:
X Conceptual framework
X Detailed set

Types of ICF users/audiences: ticklist with topics below
O Consumers/service users
X Clinician
O Policy makers
O Statistician
O Administrator
X Researchers
O Survey developers
X Health science students
X Coders

Contact information:

Lynn F. Bufka, PhD and Geoffrey M. Reed, PhD
American Psychological Association
750 First Street, NE
Washington, DC 20002
Developer or author of material: American Psychological Association

Education items only:

Learning objectives: Type of learning objective from ticklist below
O Awareness, introduction
O Training for policy and planning
X Training for 'clinical' use (specify)
O Training for data development
X Training for coding

Function of use:
Training workshops and plenary sessions regarding the ICF and the use of the manual have been conducted at meetings of the following professional associations or with groups of their members: American Occupational Therapy Association, American Physical Therapy Association, American Psychological Association, American Speech Language Hearing Association, American Therapeutic Recreation Association and National Association of Social Workers.

Method of instruction: select from ticklist below
X Electronic tools/web based training **(to be developed)**
X User guides
O Videos
O Other self help methods
X Presentations/slides / Power-point shows
X Workshops, interactive or 'hands on' methods

Duration of course:
X Short or O Long

Requirements:
Workshops and presentations have typically begun with a power point slide show followed by discussion and "hands on" application of the Manual material to case examples. Interactive workshops are better when conducted in small groups or with several presenters.

Availability:	**Costs:**
X Yes O No O Under Development	**Travel expenses and honorarium for presenter(s).**
Language: English	**IP issue:** O Open Source **X** No Copyright protection **(for workshop material)** **X** Copyright protected **(prototype Manual content)** O For Free distribution

Reference:
Procedural Manual and Guide for a Standardized Application of the ICF: A Manual for Health Professionals. (2003.) American Psychological Association and World Health Organization.

Specific needs:
Training as a health care professional. At this point, the Manual has been developed for health professionals within the US health system (or similar system) and will likely need adaptations for other health care settings.

Comments on pilot:
The Manual project is more than simply the creation of the Manual; necessarily educational activities designed to inform health professions and increase knowledge and use of the ICF occur in conjunction with creating and editing the Manual. Therefore, some of these questions were a bit difficult to answer- the Manual and corresponding workshops are closely related yet they could be conceptualized as separate but related activities, which made responding to this document more confusing.

North America

Title of material:

Consultant on two grants_ US Department of Education - National Institute on Disability and Rehabilitation Research Award #: H133G040269 entitled *Computer Treatment for Aphasia: Evaluating Efficacy and Treatment Intensity* and Ontario Ministry of Health and Long-Term Care Grant #06021 entitled *A participation-based framework for outcome measurement in Aphasia Institute*

Content of implementation material:

X ICF dimensions: BF/S, A/P, E including coding
X ICF qualifiers including coding
X ICF frameworks and concepts
O ICF history and concepts
X Measurement and calibration (eg to existing measurement tools)
O The broader concept of health—Use of ICF and ICD together
O Minimum data sets using ICF
O Ethical considerations including privacy
O Implementation strategy and dissemination
O Translation

Content of educational material:

X ICF dimensions: BF/S, A/P, E including coding
X ICF qualifiers including coding
X ICF frameworks and concepts
O ICF history and concepts
X Measurement and calibration
O The broader concept of health—Use of ICF and ICD together
O Implementation and planning
O Ethical use including privacy

Description, abstract or overview of implementation material
Or Description, abstract or overview of educational material

In both grants, provided training to persons concerning the use of the ICF in their data collection. In both studies, using ICF as pre and post measure to determine if the therapy regimens provided produce progress in communication skills. For both, the ICF measures are to be derived from the assessments already given in the research protocols and specialized assessments meant to evaluate certain specific ICF codes. Thus, training involved methods of translating items from these assessments into specific ICF codes, as well as approach to those important to the study of ICF codes which are not adequately covered by existing measures. Training thus involved discussion of the framework of the ICF, and specifically the conventions being set forth in the developing *Procedural and Manual for the Standardized Application of the ICF: A Manual for Health Professionals,* which is a joint APA/WHO project.
In the NIDRR grant, this training also involved providing researchers with sample case and practice comparing their ratings to those of Principal Investigator (PI). It also involved live conversations with three clients with aphasia and then discussion afterward among the researchers and PI on how their behaviors would be rated on the ICF.

Implementation and Education items:

Area of application and purpose of use: ticklist with topics below
O Clinical (specify type)
O Administrative data including health records
O Surveys
O Insurance
O Policy development or planning
X Measurement or assessment
X Research
O Private sector
O Public sector
Level of use eg as:
O Conceptual framework
O Detailed set

Types of ICF users/audiences: ticklist with topics below
O Consumers/service users
O Clinician
O Policy makers
O Statistician
O Administrator

X Researchers O Survey developers O Health science students O Coders
Contact information: details on persons providing information and contribution to topic described Name: Travis T. Threats, Ph.D. Organisation: Saint Louis University Postal Address: 3750 Lindell Blvd. McGannon Hall, Room 14 St. Louis, Missouri 63108 Email Address: threatst@slu.edu Developer or author of material:
Education items only:
Learning objectives: Type of learning objective from checklist below **X Awareness, introduction** O Training for policy and planning **X Training for 'clinical' use (specify**) O Training for data development O Training for coding
Function of use: Any accreditation of courses and/or record of use including use in educational institutions. Presented ICF at national and international conferences Present ICF in following classes in communication disorders: Neurogenic Communication Disorders in Adults, Dysphagia, Motor Speech Disorders, and Cognitive-Communication Disorders. The ICF is an assigned textbook for these classes, and in each class there are test questions that specifically relate the ICF to particular disorders. ICF is used in orientation of new master's students in the program ICF will be used in clinical instruction of students and in all reports of clients seen through the departments Speech-Language-Hearing Clinic. I worked with ASHA and the ICF is now in Preferred Practice Patterns for the Profession of Speech-Language Pathology as of January 2005. Thus, in the future accreditation of programs it will have to be demonstrated that they are teaching the ICF and implementing its principles in clinic.
Method of instruction: select from ticklist below O Electronic tools/web based training **X User guides** O Videos O Other self help methods **X Presentations/slides / Power-point shows** **X Workshops, interactive or 'hands on' methods**
Duration of course: O Short or O Long
Requirements: equipment / media/ specific tools needed

Availability: O Yes O No O Under Development	**Costs:**
Language: name of Language/please use International standard:	**IP issue:** O Open Source O No Copyright protection O Copyright protected O For Free distribution

Reference: reference for material if available
Specific needs: description of user needs

Comments on pilot: Technical and content
It was difficult to tell what type of items to put under each heading. Specifically the word "implementation" seems vague- Is it actual use with clinical patients seen at a facility only?

Australia

Title of material:
ICF power point presentations

Content of implementation material:	Content of educational material:
O ICF dimensions: BF/S, A/P, E including coding	√ ICF dimensions: BF/S, A/P, E including coding
O ICF qualifiers including coding	√ ICF qualifiers including coding
O ICF frameworks and concepts	√ ICF frameworks and concepts
O ICF history and concepts	O ICF history and concepts
O Measurement and calibration (eg to existing measurement tools)	O Measurement and calibration
O The broader concept of health—Use of ICF and ICD together	O The broader concept of health—Use of ICF and ICD together
O Minimum data sets using ICF	O Implementation and planning
O Ethical considerations including privacy	O Ethical use including privacy
O Implementation strategy and dissemination	
O Translation	

Description, abstract or overview of implementation material
or
Description, abstract or overview of educational material

A set of four power point slide sets and accompanying speaking notes have been developed.
1 International Classification of Functioning, Disability and Health (ICF): what is it and why would you use it?
2 ICF Implementation in Australia
3 Coding with ICF
4 The WHO Family of International Classifications
These slides have formed the basis of numerous presentations to a wide variety of audiences. Each use has required some modification of the slide set to shape the presentation to the particular audience.

Max. 100 words

Implementation and Education items:

Area of application and purpose of use: ticklist with topics below
√ Clinical (specify type)
√ Administrative data including health records
√ Surveys
√ Insurance
√ Policy development or planning
O Measurement or assessment
√ Research
√ Private sector
√ Public sector
Level of use eg as:
√ Conceptual framework
O Detailed set

Types of ICF users/audiences: ticklist with topics below
√ Consumers/service users
√ Clinician
√ Policy makers
√ Statistician
√ Administrator
v Researchers
√ Survey developers
√ Health science students
O Coders

Contact information: details on persons providing information and contribution to topic

<table>
<tr><td colspan="2">described
Name: Ros Madden
Organisation: Australian Institute of Health and Welfare
Postal Address: GPO Box 570, Canberra, ACT 2601, Australia
Email Address: who_fic@aihw.gov.au
Developer or author of material: AIHW</td></tr>
<tr><td colspan="2">Education items only:</td></tr>
<tr><td colspan="2">Learning objectives: Type of learning objective from ticklist below
√ Awareness, introduction
O Training for policy and planning
O Training for ‘clinical’ use (specify)
O Training for data development
O Training for coding</td></tr>
<tr><td colspan="2">Function of use:
Any accreditation of courses and/or record of use including use in educational institutions.</td></tr>
<tr><td colspan="2">Method of instruction: select from ticklist below
O Electronic tools/web based training
O User guides
O Videos
O Other self help methods
√ Presentations/slides / Power-point shows
O Workshops, interactive or ‘hands on’ methods</td></tr>
<tr><td colspan="2">Duration of course:
O Short or O Long</td></tr>
<tr><td colspan="2">Requirements:
equipment / media/ specific tools needed
Capacity to present using Microsoft powerpoint.</td></tr>
<tr><td>Availability:
Yes
O No
O Under Development</td><td>Costs:</td></tr>
<tr><td>Language:
name of Language/please use International standard: English</td><td>IP issue:
O Open Source
O No Copyright protection
O Copyright protected
√ For Free distribution</td></tr>
<tr><td colspan="2">Reference:
reference for material if available</td></tr>
<tr><td colspan="2">Specific needs:
description of user needs</td></tr>
<tr><td colspan="2">Comments on pilot:
Technical and content</td></tr>
</table>

Australia

Title of material:
Commonwealth State/Territory Disability Agreement national Minimum Data Set (CSTDA NMDS)

Content of implementation material:	**Content of educational material:**
O ICF dimensions: BF/S, A/P, E including coding O ICF qualifiers including coding O ICF frameworks and concepts O ICF history and concepts O Measurement and calibration (eg to existing measurement tools) O The broader concept of health—Use of ICF and ICD together O Minimum data sets using ICF O Ethical considerations including privacy O Implementation strategy and dissemination O Translation	O ICF dimensions: BF/S, A/P, E including coding O ICF qualifiers including coding O ICF frameworks and concepts O ICF history and concepts O Measurement and calibration O The broader concept of health—Use of ICF and ICD together O Implementation and planning O Ethical use including privacy

Description, abstract or overview of implementation material
or
Description, abstract or overview of educational material

The Commonwealth State/Territory Disability Agreement national Minimum Data Set (CSTDA NMDS) collection has been in existence since 1994. Its establishment enabled complete, nationally comparable data on disability services funded under the CSTDA to be collected in Australia for the first time. The CSTDA NMDS collection involves the collection of data relating to service outlets providing disability support services through out Australia, and people who access these services (service users). Among service user data items is a support needs question, which asks for responses relating to "level of personal help or supervision with activities or participation" for each of nine life areas.

Max. 100 words

Implementation and Education items:

Area of application and purpose of use: ticklist with topics below
O Clinical (specify type)
O Administrative data including health records
O Surveys
O Insurance
O Policy development or planning
O Measurement or assessment
O Research
O Private sector
O Public sector
Level of use eg as:
O Conceptual framework
O Detailed set

Types of ICF users/audiences: ticklist with topics below
O Consumers/service users
O Clinician
O Policy makers
O Statistician
O Administrator
O Researchers
O Survey developers
O Health science students
O Coders

Contact information: details on persons providing information and contribution to topic

described
Name: Tim Beard
Organisation: Australian Institute of Health and Welfare
Postal Address: GPO Box 570, Canberra ACT 2601, Australia
Email Address:who_fic@aihw.gov.au
Developer or author of material: AIHW

Education items only:

Learning objectives: Type of learning objective from ticklist below
O Awareness, introduction
O Training for policy and planning
O Training for 'clinical' use (specify)
O Training for data development
O Training for coding

Function of use:
Any accreditation of courses and/or record of use including use in educational institutions.

Method of instruction: select from ticklist below
O Electronic tools/web based training
O User guides
O Videos
O Other self help methods
O Presentations/slides / Power-point shows
O Workshops, interactive or 'hands on' methods

Duration of course:
O Short or O Long

Requirements:
equipment / media/ specific tools needed

Availability:	**Costs:**
O Yes O No O Under Development	
Language: name of Language/please use International standard:	**IP issue:** O Open Source O No Copyright protection O Copyright protected O For Free distribution

Reference:
reference for material if available

Specific needs:
description of user needs

Comments on pilot:
Technical and content

Australia

Title of material:
Body function/structure data item in Medical Indemnity National Collection (MINC) public sector (Australia)

Content of implementation material:	**Content of educational material:**
O ICF dimensions: BF/S, A/P, E including coding O ICF qualifiers including coding O ICF frameworks and concepts O ICF history and concepts O Measurement and calibration (eg to existing measurement tools) O The broader concept of health—Use of ICF and ICD together O Minimum data sets using ICF O Ethical considerations including privacy O Implementation strategy and dissemination O Translation	O ICF dimensions: BF/S, A/P, E including coding O ICF qualifiers including coding O ICF frameworks and concepts O ICF history and concepts O Measurement and calibration O The broader concept of health—Use of ICF and ICD together O Implementation and planning O Ethical use including privacy

Description, abstract or overview of implementation material
or
Description, abstract or overview of educational material

In medical indemnity claims, the harm suffered by the claim subject is often the primary reason, or provides the main impetus, for a claim being made. The MINC collection contains an ICF-derived data element, 'Body function/structure affected- claim subject'. This data item provides information on the primary body structure or function of the claim subject (i.e. the patient) alleged to have been affected as a result of the incident. The classification code is at the chapter level, with codes 1-8 reflecting the chapter headings of the BF/S dimensions. There are also additional codes for, 'Death, 'Not applicable-no body function/structure affected' and 'Not yet known'. The data item has additional components to allow for up to four BF/S dimension to be recorded.
The data specifications for this collection provide some general information about the ICF framework and its concepts.
Max. 100 words

Implementation and Education items:

Area of application and purpose of use: ticklist with topics below
O Clinical (specify type) Potential to inform quality assurance work
O Administrative data including health records
O Surveys
O Insurance
O Policy development or planning
O Measurement or assessment
O Research
O Private sector
O Public sector
Level of use eg as:
O Conceptual framework
O Detailed set

Types of ICF users/audiences: ticklist with topics below
O Consumers/service users
O Clinician
O Policy makers
O Statistician
O Administrator
O Researchers
O Survey developers
O Health science students

O Coders	
Contact information: details on persons providing information and contribution to topic described Name: Samantha Bricknell or Sally Bullock Organisation: Australian Institute of Health and Welfare Postal Address: GPO Box 570, Canberra Email Address: samantha.bricknell@aihw.gov.au or sally.bullock@aihw.gov.au Developer or author of material: AIHW	
Education items only:	
Learning objectives: Type of learning objective from ticklist below O Awareness, introduction O Training for policy and planning O Training for 'clinical' use (specify) O Training for data development O Training for coding	
Function of use: Any accreditation of courses and/or record of use including use in educational institutions.	
Method of instruction: select from ticklist below O Electronic tools/web based training O User guides O Videos O Other self help methods O Presentations/slides / Power-point shows O Workshops, interactive or 'hands on' methods	
Duration of course: O Short or O Long	
Requirements: equipment / media/ specific tools needed	
Availability: O Yes O No O Under Development	**Costs:**
Language: name of Language/please use International standard:	**IP issue:** O Open Source O No Copyright protection O Copyright protected O For Free distribution
Reference: reference for material if available	
Specific needs: description of user needs	
Comments on pilot: Technical and content	

Australia

Title of material:
ICF Australian User Guide Version 1

Content of implementation material:	Content of educational material:
O ICF dimensions: BF/S, A/P, E including coding	√ ICF dimensions: BF/S, A/P, E including coding
O ICF qualifiers including coding	√ ICF qualifiers including coding
O ICF frameworks and concepts	√ ICF frameworks and concepts
O ICF history and concepts	√ ICF history and concepts
O Measurement and calibration (eg to existing measurement tools)	√ Measurement and calibration
O The broader concept of health—Use of ICF and ICD together	√ The broader concept of health—Use of ICF and ICD together
O Minimum data sets using ICF	√ Implementation and planning
O Ethical considerations including privacy	O Ethical use including privacy
O Implementation strategy and dissemination	
O Translation	

Description, abstract or overview of implementation material
or
Description, abstract or overview of educational material

The ICF Australian User Guide is intended to be a complement to the ICF classification itself, to assist Australian Users to understand the classification, to inform them about current and potential applications ant to provide advice on 'getting started'. It is designed for those wanting to find out more about the practical use of the ICF in Australia or planning to use the ICF.

Max. 100 words

Implementation and Education items:

Area of application and purpose of use: ticklist with topics below
√ Clinical (specify type)
√ Administrative data including health records
√ Surveys
√ Insurance
√ Policy development or planning
√ Measurement or assessment
√ Research
√ Private sector
√ Public sector
Level of use eg as:
√ Conceptual framework
√ Detailed set

Types of ICF users/audiences: ticklist with topics below
√ Consumers/service users
√ Clinician
√ Policy makers
√ Statistician
√ Administrator
√ Researchers
√ Survey developers
√ Health science students
√ Coders

Contact information: details on persons providing information and contribution to topic described
Name:
Organisation: Australian Institute of Health and Welfare
Postal Address: GPO Box 570, Canberra, ACT 2601, Australia

<table>
<tr><td colspan="2">Email Address: WHO_FIC@aihw.gov.au
Developer or author of material: Australian Institute of Health and Welfare</td></tr>
<tr><td colspan="2">Education items only:</td></tr>
<tr><td colspan="2">Learning objectives: Type of learning objective from ticklist below
√ Awareness, introduction
O Training for policy and planning
O Training for ‘clinical’ use (specify)
O Training for data development
O Training for coding</td></tr>
<tr><td colspan="2">Function of use:
Any accreditation of courses and/or record of use including use in educational institutions.</td></tr>
<tr><td colspan="2">Method of instruction: select from ticklist below
O Electronic tools/web based training
√ User guides
O Videos
O Other self help methods
O Presentations/slides / Power-point shows
O Workshops, interactive or ‘hands on’ methods</td></tr>
<tr><td colspan="2">Duration of course:
O Short or O Long</td></tr>
<tr><td colspan="2">Requirements:
equipment / media/ specific tools needed</td></tr>
<tr><td>Availability:
√ Yes
O No
O Under Development</td><td>Costs: $Aus 22 (Hard Copy) Available free of charge on <u>www.aihw.gov.au</u></td></tr>
<tr><td>Language:
name of Language/please use International standard:
English, French, Arabic and Danish</td><td>IP issue:
O Open Source
O No Copyright protection
O Copyright protected
O For Free distribution</td></tr>
<tr><td colspan="2">Reference:
reference for material if available
Australian Institute of Health and Welfare (AIHW) 2003. ICF Australian User Guide. Version 1.0 Disability Series. AIHW Cat. No. DIS 33. Canberra AIHW.</td></tr>
<tr><td colspan="2">Specific needs:
description of user needs</td></tr>
<tr><td colspan="2">Comments on pilot:
Technical and content
Unsure what Specific needs means.</td></tr>
</table>

Brazil

Title of material:
A set of implementation (dissemination) material

Content of implementation material:	**Content of educational material:**
O ICF dimensions: BF/S, A/P, E including coding O ICF qualifiers including coding X ICF frameworks and concepts x ICF history and concepts O Measurement and calibration (eg to existing measurement tools) x The broader concept of health—Use of ICF and ICD together O Minimum data sets using ICF O Ethical considerations including privacy x Implementation strategy and dissemination x Translation	O ICF dimensions: BF/S, A/P, E including coding O ICF qualifiers including coding O ICF frameworks and concepts O ICF history and concepts O Measurement and calibration O The broader concept of health—Use of ICF and ICD together O Implementation and planning O Ethical use including privacy

Description, abstract or overview of implementation material
or Description, abstract or overview of educational material

There are implementation materials from the WHO FIC Center. They are mainly lectures or dissemination paper published in scientific/not scientific journals, congress and courses. They are all available (in Portuguese).
Some of them are an explanation on the ICF: its objectives and structure. There are also material that shows how it could be used.
The ICF itself is in our website (just for on line consultation) and should be consider a dissemination material .

Max. 100 words

Implementation and Education items:

Area of application and purpose of use: ticklist with topics below
x Clinical (specify type) : from infectologist to rehabilitation .
O Administrative data including health records
X Surveys
O Insurance
x Policy development or planning
x Measurement or assessment
X Research
X Private sector
x Public sector
Level of use eg as:
X Conceptual framework
X Detailed set

Types of ICF users/audiences: ticklist with topics below
x Consumers/service users
x Clinician
x Policy makers
x Statistician
x Administrator
x Researchers
x Survey developers
x Health science students
x Coders

Contact information: details on persons providing information and contribution to topic described
Name: Cassia Maria Buchalla
Organisation: WHO FIC Collaborating Center - Portuguese

Postal Address: Av. Dr. Arnaldo 715 room 40 – 01246-904 São Paulo - Brazil
Email Address: cmbuchal@usp.br
Developer or author of material: many people/organizations/institutions

Education items only:

Learning objectives: Type of learning objective from ticklist below
O Awareness, introduction
O Training for policy and planning
O Training for 'clinical' use (specify)
O Training for data development
O Training for coding

Function of use:
Any accreditation of courses and/or record of use including use in educational institutions.

Method of instruction: select from ticklist below
O Electronic tools/web based training
O User guides
O Videos
O Other self help methods
O Presentations/slides / Power-point shows
O Workshops, interactive or 'hands on' methods

Duration of course:
O Short or O Long

Requirements:
equipment / media/ specific tools needed

Availability:	**Costs:**
O Yes O No O Under Development	
Language: name of Language/please use International standard:	**IP issue:** O Open Source O No Copyright protection O Copyright protected O For Free distribution

Reference:
reference for material if available

Specific needs:
description of user needs

Comments on pilot:
Technical and content
I do not know if all this last part refers only to education material. For instance the ICF available at our web site.

Brazil

Title of material:
Workshop (training) on ICF

Content of implementation material:	**Content of educational material:**
O ICF dimensions: BF/S, A/P, E including coding O ICF qualifiers including coding O ICF frameworks and concepts O ICF history and concepts O Measurement and calibration (eg to existing measurement tools) O The broader concept of health—Use of ICF and ICD together O Minimum data sets using ICF O Ethical considerations including privacy O Implementation strategy and dissemination O Translation	X ICF dimensions: BF/S, A/P, E including coding X ICF qualifiers including coding X ICF frameworks and concepts X ICF history and concepts O Measurement and calibration X The broader concept of health—Use of ICF and ICD together O Implementation and planning X Ethical use including privacy

Description, abstract or overview of implementation material
or
Description, abstract or overview of educational material

A set of powerpoint presentation including a "core material" which explains the history, from ICIDH to ICF and its aditional chapters; the structure of the ICF from chapter to categories and the qualifiers are explained.
A second part of the set presenting a number of exercises to handle the ICF and some specific for the areas.
We can use this material only for an overview of the ICF or to give details on the classification or to start a training for coding.
We do not have an oficial training course yet. Presentations are make under request.

Max. 100 words

Implementation and Education items:

Area of application and purpose of use: ticklist with topics below
x Clinical (specify type) mental disorders, rehabilitation
O Administrative data including health records
O Surveys
O Insurance
O Policy development or planning
O Measurement or assessment
O Research
x Private sector
x Public sector
Level of use eg as:
x Conceptual framework
x Detailed set

Types of ICF users/audiences: ticklist with topics below
x Consumers/service users
x Clinician
x Policy makers
O Statistician
O Administrator
x Researchers
O Survey developers
x Health science students
O Coders

Contact information: details on persons providing information and contribution to topic described

Name: Cassia Maria Buchalla
Organisation: WHO FIC Collaborating Center - Portuguese
Postal Address: Av. Dr. Arnaldo 715 room 40 – 01246-904 São Paulo - Brazil
Email Address: cmbuchal@usp.br
Developer or author of material: WHO FIC Center´s staff

Education items only:

Learning objectives: Type of learning objective from ticklist below
x Awareness, introduction
O Training for policy and planning
x Training for 'clinical' use (specify): there is one for mental and neurologic situations and another for general /rehabilitation
O Training for data development
x Training for coding

Function of use:
Any accreditation of courses and/or record of use including use in educational institutions.

Method of instruction: select from ticklist below
O Electronic tools/web based training
O User guides
O Videos
O Other self help methods
x Presentations/slides / Power-point shows
O Workshops, interactive or 'hands on' methods

Duration of course:
X Short or
O Long

Requirements:
equipment / media/ specific tools needed

powerpoint projector

Availability:	**Costs:**
x Yes O No O Under Development	**Free (**under request to the Center.)
Language: name of Language/please use International standard: Portuguese	**IP issue:** O Open Source x No Copyright protection O Copyright protected O For Free distribution

Reference:
reference for material if available

Specific needs:
description of user needs

Comments on pilot:
Technical and content

Portugal

Title of material:
Workshop "The ICF Model and Classification – Relevance and Application to Physiotherapy"

Content of implementation material:	Content of educational material:
O ICF dimensions: BF/S, A/P, E including coding	**O ICF dimensions: BF/S, A/P, E including coding**
O ICF qualifiers including coding	**O ICF qualifiers including coding**
O ICF frameworks and concepts	**O ICF frameworks and concepts**
O ICF history and concepts	**O ICF history and concepts**
O Measurement and calibration (eg to existing measurement tools)	O Measurement and calibration
O **The broader concept of health—Use of ICF and ICD together**	**O The broader concept of health—Use of ICF and ICD together**
O Minimum data sets using ICF	**O Implementation and planning**
O Ethical considerations including privacy	O Ethical use including privacy
O Implementation strategy and dissemination	
O Translation	

Summary

There is a need in Portugal for more regular and consistent information exchange on the WHO´s International Classification of Functioning, Disability and Health (ICF) to improve communication between different users. Therefore, and because we believe it is a potential tool in education to raise the awareness of multiple components that influence human functioning, the Escola Superior de Tecnologia da Saúde de Coimbra has sponsored distinct efforts aimed at ICF dissemination in the four-years program of physiotherapy. The purpose of this project is to share our experiences from the project during the years 2001-2004.

Implementation and Education items:

Area of application and purpose of use: ticklist with topics below
O Clinical (Physiotherapy)
O Administrative data including health records
O Surveys
O Insurance
O Policy development or planning
O Measurement or assessment
O Research
O Private sector
O Public sector
Level of use eg as:
O Conceptual framework
O Detailed set

Types of ICF users/audiences: ticklist with topics below
O Consumers/service users
O Clinician
O Policy makers
O Statistician
O Administrator
O Researchers
O Survey developers
O Health science students
O Coders

Contact information:
Name: Anabela Correia Martins
Organisation: Escola Superior de Tecnologia da Saúde de Coimbra
Postal Address: Rua 5 de Outubro, S. Martinho do Bispo, 3040 Coimbra - Portugal
Email Address: anabelacmartins@mail.pt

Developer or author of material: Anabela Correia Martins	
Education items only:	
Learning objectives: Type of learning objective from ticklist below **O Awareness, introduction** O Training for policy and planning **O Training for 'clinical' use (specify)** **O Training for data development** **O Training for coding**	
Function of use: Use in Physiotherapy Curriculum of Escola Superior de Tecnologia da Saúde de Coimbra (undergraduate and continuing education)	
Method of instruction: select from ticklist below O Electronic tools/web based training O User guides O Videos O Other self help methods **O Presentations/slides / Power-point shows** **O Workshops, interactive or 'hands on' methods**	
Duration of course: **O Short** (continuing education) or **O Long** (undergraduate education)	
Requirements: Datashow Classroom	
Availability: **O Yes** O No O Under Development	**Costs:**
Language: Portuguese	**IP issue:** **O Open Source** O No Copyright protection O Copyright protected O For Free distribution
Reference:	
Specific needs: No specific needs	
Comments on pilot:	

4 Unstructured reactions by eMail

UK

Many apologies for the severe delay in responding to your request for us to participate in the piloting of the collection of information about ICF usage.

I can confirm that Howard and I were asked to do this by Peter and so I am responding on behalf of Howard Meltzer and myself.

Unfortunately, neither Howard nor I are aware from our current positions of any work being done on ICF nationally, and we are not in a position to find out of any local uses, though I sure there are. We therefore are not in a position to pilot the use of your form that then feeds into the database. However, I did have some comments on the initial material that was sent out (though subsequently changed) I agreed with Howard that I would send you those so that you know we are at least keen to support and input to the development of this process.

Based on the first batch of documents, I thought the actual documentation was very difficult to understand – and one of the factors may have been because it has been translated. It is a very technical document and will need a lot of explanation - therefore even as a pilot it may have been difficult to understand. Whilst this is a pilot of the framework, I thought the documentation should be piloted and consequently needed to be simplified in its explanation. Peter asked me to comment on figure 5, which I thought was very difficult. In this pilot I think therefore it was important to disentangle feedback on the concept and feedback on the documentation. The Australian Centre had done a lot of work on content, but I do not remember the method appearing quite so complicated.

The principle of this exercise is good - to test the collection of information on activity, training material etc in a structured way - as long as purpose and scope of the work is also captured. It is very specific about codes and things like A and P. Making it available is helpful - though only if the full context is there. This has been put together very technically and from a purist terminological perspective, which is not the avenue that some users may have come from.

Because of the subsequent changes to documentation, I am deliberately not being specific, but I am happy to comment on what you might want to use in future. This is a commitment I can make in helping you do this, whilst I cannot do anything about ICF in UK at this point in time. If you would like to send me documentation you are preparing to use in future, I can do feedback fairly fast – especially if you want to discuss it at the April meeting.

I remain committed to helping with this in whatever way I can, but apologies again for the delay

Kind regards

Jane

Jane Millar
Operational Director
NHS Information Standards Board

Brazil

The Brazilian Center has big and long experience working on ICD. When the ICF was aproved we translated it and disseminated to people that knew ICIDH.

There is a great interest to know ICF in many areas as rehabilitation, health public policies, academics etc.

Even with this great interest the government has not adopted the ICF for use in any assistance services and it will be difficult to do that.

Nowadays we are discussing how to include the ICF criteria/definitions in the "Legislation of Inclusion of people with disability".

In order to know who/ where/what people has been doing with the ICF, the Brazilian Center made an inventory asking for materials (any kind of material regrading to ICF). We sent this request to people from our mailing list

These are what we have got:

- A number of theses using or mentioning the ICF. At least 8 was mentioned completed or been developed.

- Scientific journal papers published: at least 5 (one professor mentioned he has "many")

- ICF in the curricula of some courses at Universities: in the State of Sao Paulo, Minas Gerais, Espirito Santo and in Rio Grande do Norte. Maybe there are more, but we do not know. These are the ones we have contact to.

- Chapters (books) – 4

- A scale of limitation of activities for diabetes and Hansen diseases (The Leprosy Mission internacional + others NGOs) developed in 5 countries.

- Many papers for lectures/congress regarding to ICF. Some of them are available at the Center and others under request to the authors.

Regarding to the user profile there are in mainly in two groups:

- Universities (working on their thesis and disciplines)
- Rehabilitation groups.

Barriers are great: almost all rehabilitation clinics have more than one form to fill. Include ICF or the check list will increase the time for each patient. They already have their scale or levell for each caracteristics and they are not the same as ICF propose as qualifiers.

Germany

In Germany we do offer a translated version of the ICF and so far no educational material. We are thinking about a flyer or some other kind of printed information.
Thus we do have a list of links on our website that show a variety of ongoing research programs (http://www.dimdi.de/en/klassi/ICF/index.html).
The Material that was presented on the last Meeting in Reykjavik (paper 60) is not developed or edited by us, so it is no official training material and I therefore will not fill in a questionnaire for it.

So far German law only recommends the knowledge of ICF for rehabilitative medicine but not the use of it. I'm sure as time goes by this will change and we would therefore be happy to learn more about educational material used in other countries and maybe use a few of these ideas.

I do not enclose a questionnaire because of the lack of material.

DIMDI - Deutsches Institut für Medizinische Dokumentation und Information
Medizinische Klassifikationen
Dr. Stefanie Weber
Waisenhausgasse 36 - 38a
50676 Köln
Tel.: 0221 4724-485
Fax.: 0221 4724-444
weber@dimdi.de
www.dimdi.de

5 ***Completed Second Phase forms received from***

France

Information collection on ICF:

Educational and Implementation materials, including Electronic Tools

After you have selected the text box with your cursor, you can start typing.

Title in English: (your specific title for the material/project, if available)

Discovering ICF

Title in original language:

Diaporama CIF

Country/region: France

Description or abstract of material: (Max. 150 words)

This Power Point presentation is a tool that aims at informing and raising awareness about the ICF through 5 successive modules:
Module I : WHO's Health Classifications
Module II : ICF sociological and political background
Module III : ICF : description of the framework, concepts (dimensions and qualifiers) and coding principles
Module IV : ICF main inputs and limits
Module V : International norms (benchmarks)

Contact information: (Details on persons proving information and contribution to topic described)

Name(s): Marie Cuenot
Organisation: CTNERHI
Postal Address: 236 bis rue de Tolbiac - 75013 PARIS
Email Address: m.cuenot@ctnerhi.com.fr
Developer or author of material: Catherine Barral, c.barral@ctnerhi.com.fr

DEFINITIONS AND CONTENT OF MATERIAL:

DEFINITION OF IMPLEMENTATION MATERIAL:

ICF implementation means ”use and application of ICF in practice”.
It includes translation into other languages, instruments developed based on the ICF as well as existing instruments mapped to the ICF (originally not based on the ICF). Regularity of use and application may vary by circumstances from ad hoc use (as in a one-off survey, a research or a pilot project) up to regular use such as in legislation, censuses, running population based surveys, clinical settings and disability certification.

Is the material implementation material?

☐ **Yes** ☒ **No**

If yes, what is the content? (Ticklist with topics below, select the relevant tickboxes with your mouse, or type X, to undo type X again)

☐ ICF dimensions: BF/S, A/P, E including coding
☐ ICF qualifiers including coding
☐ ICF frameworks and concepts
☐ ICF history and concepts
☐ Measurement and calibration (e.g. to existing measurement tools)
☐ The broader concept of health—Use of ICF and ICD together
☐ Minimum data sets using ICF
☐ Ethical considerations including privacy
☐ Implementation strategy and dissemination
☐ Translation
☐ Other (please specify)

DEFINITION OF EDUCATIONAL MATERIAL:

ICF Educational materials are those that are developed for raising awareness of ICF; exposing people to the purposes, development, framework, structure, content and potential applications of ICF; and training people in the use of ICF. The goal of these materials is to enable others to use the classification in ways that are appropriate to their identified needs.
The materials can be part of an effort to apply ICF in a particular context; in that case, one would report both the application and the educational materials. Education or training can be introductory (assume no knowledge of ICF), intermediate (assume some previous exposure to ICF) and advanced (assume participants are ready to apply ICF as either a framework or a detailed code set). Examples of educational materials are lectures, slide presentations, articles, conferences and their proceedings, user guides, workshop material, examples of application, video, self-learning tools, case studies and vignettes, reference lists and list of contact for advice and information on ICF applications.

Is the material educational material?

☒ **Yes** ☐ **No**

If yes, what is the content? (Ticklist with topics below, select the relevant tickboxes with your mouse, or type X, to undo type X again)

☒ ICF dimensions: BF/S, A/P, E including coding
☒ ICF qualifiers including coding
☒ ICF frameworks and concepts
☒ ICF history and concepts
☐ Measurement and calibration
☐ The broader concept of health—Use of ICF and ICD together
☐ Implementation and planning

☐ Ethical use including privacy
☒ Other (please specify) european and international norms

IMPLEMENTATION AND EDUCATION ITEMS:

Area of application and purpose of use: (Ticklist with topics below, select the relevant tickboxes with your mouse, or type X, to undo type X again)

☐ Clinical (specify type)
☐ Administrative data including health records
☐ Surveys
☐ Insurance
☐ Policy development or planning
☐ Measurement or assessment
☐ Research
☐ Private sector
☐ Public sector
☐ Other (please specify)

Level of use e.g. as:

☐ Conceptual framework
☐ Detailed set
☐ Other (please specify)

Types of ICF users/audiences: (Ticklist with topics below, select the relevant tickboxes with your mouse, or type X, to undo type X again)

☐ Consumers/service users
☒ Clinician
☒ Policy makers
☐ Statistician
☒ Administrator
☒ Researchers
☐ Survey developers
☐ Health science students
☐ Coders
☐ Other (please specify)

Language of material: (Name of language/please use International standard)
English
French

Availability:

☒ Available
☐ Not available
☐ Under Development

IP issue:

☐ Open Source

☒ No Copyright protection
☐ Copyright protected

Is it possible to obtain translation rights?

☒ No
☐ Yes (please describe the procedure involved, costs, etc)

Reference: (Reference for material itself if available)

Relevant articles:

Does the material include an Electronic Tool? (For specific tools on ICF please fill in the Electronic tool form below)
☐ **Yes** ☒ **No**

EDUCATION ITEMS ONLY

Learning objectives: (Type of learning objective from ticklist below) (Select the relevant tickboxes with your mouse, or type X, to undo type X again)

☒ Awareness, introduction
☐ Education for policy and planning
☐ Education for 'clinical' use (specify)
☐ Education for data development
☐ Education for coding
☐ Other (please specify)

Function of use: (Any accreditation of courses and/or record of use, including use in educational institutions)
- ENSP (National School for Public Health): heads of special institutions
- Université de Paris V (Students in social mediation)
- Université de Paris VIII
- Université de Saint-Etienne, Université de Dijon : Schools of rehabilitation medecine
- Nursing schools
- CNEFEI (National Centre of Study and Training for Inadapted Childhood): National Education specialised supervisors, National Education specialised teachers
- Haute Ecole Fribourgeoise de Travail Social (Fribourg School of Social Work, Switzerland)
- CTNERHI (National Technical Centre for Study and Research on Disability)
- Administration française (French administration) : people in charge of health and social affairs
- IFRH (Research Network on Disability)

Method of instruction: (Select from ticklist below)

☐ Electronic tools/web based training
☐ User guides
☐ Videos
☐ Other self help methods
☒ Presentations/slides / Power-point shows
☐ Workshops, interactive or 'hands on' methods
☐ Other (please specify)

Duration of course: (In parts of the day or days)
from 3 Hours to 1 Days

Requirements: (Equipment / media/ specific tools needed)
Computer and video projector

Costs:
0

Specific needs: (description of any specific needs of the audience for whom the education was provided)

Electronic Tools on ICF

Part 1: Please fill in for each tool.

Name of electronic tool in English:

Name of electronic tool in original language: (only if different from English)

Who owns the tool:

Who is the author/developer of the tool: (only if different from owner) (name and contact details)

Purpose of tool: (Details on persons proving information and contribution to topic described)

- ☐ Electronic version of ICF
- ☐ Automated coding
- ☐ Electronic training
- ☐ Production of ICF
  - ☐ Index
  - ☐ Maintenance of classification
  - ☐ Export of formatted text file for print
  - ☐ Export of XML, ClaML
  - ☐ Export of other structured format for database production
- ☐ Crosswalks or external references (please specify between which classifications)
- ☐ Mapping to other vocabularies (please specify these vocabularies)
- ☐ Data validation, aggregation, tabulation, or retrieval
- ☐ Dissemination and communication
- ☐ Other (please specify)

Brief description of functionality (fill in if necessary to understand purpose)

Electronic tool on ICF	**Part 2 – please fill in only for tools that are owned by your institution!**

Target audiences: (Ticklist with topics below, select the relevant tickboxes with your mouse, or type X, to undo type X again)

☐ Coders
☐ Clinicians/doctors
☐ Medical students
☐ Paramedical students
☐ Statistician/epidemiologists
☐ Health information analysts
☐ Health planners and managers
☐ High-level decision makers
☐ Software developer
☐ Others(s) (please specify)

What language/s is the user interface available in (e.g. English, French)?

What language(s) data does the tool process: (e.g. a coding tool might process only input in English)?l standard)

☐ Language independent

Is there a copyright on the tool?
☐ No ☐ Yes

Is it possible to obtain translation rights?
☐ No
☐ Yes (please describe the procedure involved, costs, etc)

Are there any pre-requisites required for using the tool? (e.g. minimum educational level, experience in data processing, etc.)
☐ No
☐ Yes (please describe)

Hardware requirements for the installation of this tool

Software requirements for using this tool (e.g. operating system, standard software or of the shelf packages)

Is this tool available to the public?
☐ No
☐ Yes (please tick all that apply)
- ☐ public domain
- ☐ through a distribution centre
- ☐ on the internet
- ☐ from the author/producer
- ☐ from the Collaborating Centre
- ☐ other (please specify)

Is it necessary to obtain a license to use the tool?
☐ No
☐ Not for Collaborating Centres
☐ Yes (please specify amount and currency)

Are there provisions/mechanisms for updating the tool to reflect changes in ICF?
☐ No
☐ Yes (please describe provisions/mechanisms as completely as possible)

COMMENTS ON PILOT

Content of pilot:

Technical comment:
This version is easier to fill in than the first one! Thank you.

Information collection on ICF:

Educational and Implementation materials, including Electronic Tools

After you have selected the text box with your cursor, you can start typing.

Title in English: (your specific title for the material/project, if available)
Is the qualifiers' scale efficient in the ICF?

Title in original language:
Qualifier les difficultés d'une personne: l'échelle d'évaluation de la CIF est-elle efficiente?

Country/region: France

Description or abstract of material: (Max. 150 words)
After adopting the ICF, WHO asked the collaborating centres to work on modes of qualification of the categories (qualifiers -capacity/performance-; scales for qualifying functions and activity and participation). From some ICF implementations, with several populations and different action fields, we suggest a four-level scaling of qualifiers, therefore different from the five-level scale suggested by WHO. We analyse each logic.

Contact information: (Details on persons proving information and contribution to topic described)
Name(s): Marie Cuenot
Organisation: CTNERHI
Postal Address: 236 bis rue de Tolbiac - 75013 PARIS
Email Address: m.cuenot@ctnerhi.com.fr
Developer or author of material: Jean-YVes Barreyre and Carole Peintre, CEDIAS, ANCREAI Ile de France
dir.creai.idf@9online.fr

DEFINITIONS AND CONTENT OF MATERIAL:

DEFINITION OF IMPLEMENTATION MATERIAL:

ICF implementation means "use and application of ICF in practice".
It includes translation into other languages, instruments developed based on the ICF as well as existing instruments mapped to the ICF (originally not based on the ICF). Regularity of use and application may vary by circumstances from ad hoc use (as in a one-off survey, a research or a pilot project) up to regular use such as in legislation, censuses, running population based surveys, clinical settings and disability certification.

Is the material implementation material?

☒ **Yes** ☐ **No**

If yes, what is the content? (Ticklist with topics below, select the relevant tickboxes with your mouse, or type X, to undo type X again)

- ☐ ICF dimensions: BF/S, A/P, E including coding
- ☐ ICF qualifiers including coding
- ☐ ICF frameworks and concepts
- ☐ ICF history and concepts
- ☒ Measurement and calibration (e.g. to existing measurement tools)
- ☐ The broader concept of health—Use of ICF and ICD together
- ☐ Minimum data sets using ICF
- ☐ Ethical considerations including privacy
- ☐ Implementation strategy and dissemination
- ☐ Translation
- ☐ Other (please specify)

DEFINITION OF EDUCATIONAL MATERIAL:

ICF Educational materials are those that are developed for raising awareness of ICF; exposing people to the purposes, development, framework, structure, content and potential applications of ICF; and training people in the use of ICF. The goal of these materials is to enable others to use the classification in ways that are appropriate to their identified needs.
The materials can be part of an effort to apply ICF in a particular context; in that case, one would report both the application and the educational materials. Education or training can be introductory (assume no knowledge of ICF), intermediate (assume some previous exposure to ICF) and advanced (assume participants are ready to apply ICF as either a framework or a detailed code set). Examples of educational materials are lectures, slide presentations, articles, conferences and their proceedings, user guides, workshop material, examples of application, video, self-learning tools, case studies and vignettes, reference lists and list of contact for advice and information on ICF applications.

Is the material educational material?

☐ **Yes** ☒ **No**

If yes, what is the content? (Ticklist with topics below, select the relevant tickboxes with your mouse, or type X, to undo type X again)

- ☐ ICF dimensions: BF/S, A/P, E including coding
- ☐ ICF qualifiers including coding
- ☐ ICF frameworks and concepts
- ☐ ICF history and concepts
- ☐ Measurement and calibration
- ☐ The broader concept of health—Use of ICF and ICD together
- ☐ Implementation and planning

☐ Ethical use including privacy
☐ Other (please specify)

IMPLEMENTATION AND EDUCATION ITEMS:

Area of application and purpose of use: (Ticklist with topics below, select the relevant tickboxes with your mouse, or type X, to undo type X again)

☐ Clinical (specify type)
☐ Administrative data including health records
☐ Surveys
☐ Insurance
☐ Policy development or planning
☐ Measurement or assessment
☒ Research
☐ Private sector
☐ Public sector
☐ Other (please specify)

Level of use e.g. as:

☒ Conceptual framework
☐ Detailed set
☐ Other (please specify)

Types of ICF users/audiences: (Ticklist with topics below, select the relevant tickboxes with your mouse, or type X, to undo type X again)

☒ Consumers/service users
☒ Clinician
☐ Policy makers
☐ Statistician
☐ Administrator
☒ Researchers
☒ Survey developers
☐ Health science students
☐ Coders
☐ Other (please specify)

Language of material: (Name of language/please use International standard)
English
French

Availability:

☒ Available
☐ Not available
☐ Under Development

IP issue:

☐ Open Source

☒ No Copyright protection
☐ Copyright protected

Is it possible to obtain translation rights?

☒ No
☐ Yes (please describe the procedure involved, costs, etc)

Reference: (Reference for material itself if available)

Relevant articles:

Does the material include an Electronic Tool? (For specific tools on ICF please fill in the Electronic tool form below)
☐ **Yes** ☒ **No**

EDUCATION ITEMS ONLY

Learning objectives: (Type of learning objective from ticklist below) (Select the relevant tickboxes with your mouse, or type X, to undo type X again)

☐ Awareness, introduction
☐ Education for policy and planning
☐ Education for 'clinical' use (specify)
☐ Education for data development
☐ Education for coding
☐ Other (please specify)

Function of use: (Any accreditation of courses and/or record of use, including use in educational institutions)

Method of instruction: (Select from ticklist below)

☐ Electronic tools/web based training
☐ User guides
☐ Videos
☐ Other self help methods
☐ Presentations/slides / Power-point shows
☐ Workshops, interactive or 'hands on' methods
☐ Other (please specify)

Duration of course: (In parts of the day or days)

Hours Days
Requirements: (Equipment / media/ specific tools needed)
Costs:
Specific needs: (description of any specific needs of the audience for whom the education was provided)

Electronic Tools on ICF

Part 1: Please fill in for each tool.

Name of electronic tool in English:

Name of electronic tool in original language: (only if different from English)

Who owns the tool:

Who is the author/developer of the tool: (only if different from owner) (name and contact details)

Purpose of tool: (Details on persons proving information and contribution to topic described)

- ☐ Electronic version of ICF
- ☐ Automated coding
- ☐ Electronic training
- ☐ Production of ICF
  - ☐ Index
  - ☐ Maintenance of classification
  - ☐ Export of formatted text file for print
  - ☐ Export of XML, ClaML
  - ☐ Export of other structured format for database production
- ☐ Crosswalks or external references (please specify between which classifications)
- ☐ Mapping to other vocabularies (please specify these vocabularies)
- ☐ Data validation, aggregation, tabulation, or retrieval
- ☐ Dissemination and communication
- ☐ Other (please specify)

Brief description of functionality (fill in if necessary to understand purpose)

Electronic tool on ICF	**Part 2 – please fill in only for tools that are owned by your institution!**

Target audiences: (Ticklist with topics below, select the relevant tickboxes with your mouse, or type X, to undo type X again)

☐ Coders
☐ Clinicians/doctors
☐ Medical students
☐ Paramedical students
☐ Statistician/epidemiologists
☐ Health information analysts
☐ Health planners and managers
☐ High-level decision makers
☐ Software developer
☐ Others(s) (please specify)

What language/s is the user interface available in (e.g. English, French)?

What language(s) data does the tool process: (e.g. a coding tool might process only input in English)?l standard)

☐ Language independent

Is there a copyright on the tool?
☐ No ☐ Yes

Is it possible to obtain translation rights?
☐ No
☐ Yes (please describe the procedure involved, costs, etc)

Are there any pre-requisites required for using the tool? (e.g. minimum educational level, experience in data processing, etc.)
☐ No
☐ Yes (please describe)

Hardware requirements for the installation of this tool

Software requirements for using this tool (e.g. operating system, standard software or of the shelf packages)

Is this tool available to the public?
☐ No
☐ Yes (please tick all that apply)
- ☐ public domain
- ☐ through a distribution centre
- ☐ on the internet
- ☐ from the author/producer
- ☐ from the Collaborating Centre
- ☐ other (please specify)

Is it necessary to obtain a license to use the tool?
☐ No
☐ Not for Collaborating Centres
☐ Yes (please specify amount and currency)

Are there provisions/mechanisms for updating the tool to reflect changes in ICF?
☐ No
☐ Yes (please describe provisions/mechanisms as completely as possible)

COMMENTS ON PILOT

Content of pilot:

Technical comment:
The tick boxes do not appear in an html version of the Info Share document. That is why I chose to publish the Info Share doc as a Microsoft Word document.

Information collection on ICF:

Educational and Implementation materials, including Electronic Tools

After you have selected the text box with your cursor, you can start typing.

Title in English: (your specific title for the material/project, if available)

Using the ICF: critics based on an example of an assessment of a population of disabled children in France

Title in original language:

Evaluation d'une population d'enfants handicapés : objectifs, méthode, principaux résultats et discussion autour de la ICF-CY, CIF pour enfants et adolescents.

Country/region: France

Description or abstract of material: (Max. 150 words)

The authors present a Global Autonomy Assessment Schedule (GAAS) built for disabled children taken in French specialized schools and its experiment's results from the ICF, the WHO-DAS-II and the ICF-CY standpoints. Their experiment brought them to substantially modify and adapt the model proposed by the ICF: among the hundreds available categories, they picked out the most relevant ones to describe this population, bringing precisions and adding some questions. They also elaborated operational codes to quantify difficulties and differently question environmental factors (in relation to the way life situations may interact and in relation to these factors' definition).

Contact information: (Details on persons proving information and contribution to topic described)

Name(s): Marie Cuenot
Organisation: CTNERHI
Postal Address: 236 bis rue de Tolbiac - 75013 PARIS
Email Address: m.cuenot@ctnerhi.com.fr
Developer or author of material: Jean-Yves Barreyre and Carole Peintre, CEDIAS, ANCREAI Ile de France
dir.creai.idf@9online.fr

DEFINITIONS AND CONTENT OF MATERIAL:

DEFINITION OF IMPLEMENTATION MATERIAL:

ICF implementation means "use and application of ICF in practice".
It includes translation into other languages, instruments developed based on the ICF as well as existing instruments mapped to the ICF (originally not based on the ICF). Regularity of use and application may vary by circumstances from ad hoc use (as in a one-off survey, a research or a pilot project) up to regular use such as in legislation, censuses, running population based surveys, clinical settings and disability certification.

Is the material implementation material?

☒ **Yes** ☐ **No**

If yes, what is the content? (Ticklist with topics below, select the relevant tickboxes with your mouse, or type X, to undo type X again)

☐ ICF dimensions: BF/S, A/P, E including coding
☐ ICF qualifiers including coding
☒ ICF frameworks and concepts
☐ ICF history and concepts
☐ Measurement and calibration (e.g. to existing measurement tools)
☐ The broader concept of health—Use of ICF and ICD together
☐ Minimum data sets using ICF
☐ Ethical considerations including privacy
☐ Implementation strategy and dissemination
☐ Translation
☒ Other (please specify)A and P dimensions without coding, qualifiers

DEFINITION OF EDUCATIONAL MATERIAL:

ICF Educational materials are those that are developed for raising awareness of ICF; exposing people to the purposes, development, framework, structure, content and potential applications of ICF; and training people in the use of ICF. The goal of these materials is to enable others to use the classification in ways that are appropriate to their identified needs.
The materials can be part of an effort to apply ICF in a particular context; in that case, one would report both the application and the educational materials. Education or training can be introductory (assume no knowledge of ICF), intermediate (assume some previous exposure to ICF) and advanced (assume participants are ready to apply ICF as either a framework or a detailed code set). Examples of educational materials are lectures, slide presentations, articles, conferences and their proceedings, user guides, workshop material, examples of application, video, self-learning tools, case studies and vignettes, reference lists and list of contact for advice and information on ICF applications.

Is the material educational material?

☐ **Yes** ☐ **No**

If yes, what is the content? (Ticklist with topics below, select the relevant tickboxes with your mouse, or type X, to undo type X again)

☐ ICF dimensions: BF/S, A/P, E including coding
☐ ICF qualifiers including coding
☐ ICF frameworks and concepts
☐ ICF history and concepts
☐ Measurement and calibration
☐ The broader concept of health—Use of ICF and ICD together
☐ Implementation and planning

☐ Ethical use including privacy
☐ Other (please specify)

IMPLEMENTATION AND EDUCATION ITEMS:

Area of application and purpose of use: (Ticklist with topics below, select the relevant tickboxes with your mouse, or type X, to undo type X again)

☐ Clinical (specify type)
☐ Administrative data including health records
☐ Surveys
☐ Insurance
☐ Policy development or planning
☒ Measurement or assessment
☒ Research
☒ Private sector
☒ Public sector
☐ Other (please specify)

Level of use e.g. as:

☐ Conceptual framework
☒ Detailed set
☐ Other (please specify)

Types of ICF users/audiences: (Ticklist with topics below, select the relevant tickboxes with your mouse, or type X, to undo type X again)

☐ Consumers/service users
☐ Clinician
☐ Policy makers
☐ Statistician
☐ Administrator
☒ Researchers
☒ Survey developers
☐ Health science students
☐ Coders
☐ Other (please specify)

Language of material: (Name of language/please use International standard)
English
French

Availability:

☒ Available
☐ Not available
☐ Under Development

IP issue:

☒ Open Source

☐ No Copyright protection
☐ Copyright protected

Is it possible to obtain translation rights?

☒ No
☐ Yes (please describe the procedure involved, costs, etc)

Reference: (Reference for material itself if available)
The material that is described here is an article about an ICF implementation. The actual tool is also described in a book.

Relevant articles:
BARREYRE Jean-Yves, PEINTRE Carole, 2004, Evaluer les besoins des personnes en action sociale. Enjeux, méthodologie, outils. Paris, Dunod.

Does the material include an Electronic Tool? (For specific tools on ICF please fill in the Electronic tool form below)
☐ **Yes** ☒ **No**

EDUCATION ITEMS ONLY

Learning objectives: (Type of learning objective from ticklist below) (Select the relevant tickboxes with your mouse, or type X, to undo type X again)

☐ Awareness, introduction
☐ Education for policy and planning
☐ Education for 'clinical' use (specify)
☐ Education for data development
☐ Education for coding
☐ Other (please specify)

Function of use: (Any accreditation of courses and/or record of use, including use in educational institutions)

Method of instruction: (Select from ticklist below)

☐ Electronic tools/web based training
☐ User guides
☐ Videos
☐ Other self help methods
☐ Presentations/slides / Power-point shows
☐ Workshops, interactive or 'hands on' methods
☐ Other (please specify)

Duration of course: (In parts of the day or days) Hours Days
Requirements: (Equipment / media/ specific tools needed)
Costs:
Specific needs: (description of any specific needs of the audience for whom the education was provided)

Electronic Tools on ICF

Part 1: Please fill in for each tool.

Name of electronic tool in English:

Name of electronic tool in original language: (only if different from English)

Who owns the tool:

Who is the author/developer of the tool: (only if different from owner) (name and contact details)

Purpose of tool: (Details on persons proving information and contribution to topic described)

- ☐ Electronic version of ICF
- ☐ Automated coding
- ☐ Electronic training
- ☐ Production of ICF
  - ☐ Index
  - ☐ Maintenance of classification
  - ☐ Export of formatted text file for print
  - ☐ Export of XML, ClaML
  - ☐ Export of other structured format for database production
- ☐ Crosswalks or external references (please specify between which classifications)
- ☐ Mapping to other vocabularies (please specify these vocabularies)
- ☐ Data validation, aggregation, tabulation, or retrieval
- ☐ Dissemination and communication
- ☐ Other (please specify)

Brief description of functionality (fill in if necessary to understand purpose)

Electronic tool on ICF	**Part 2 – please fill in only for tools that are owned by your institution!**

Target audiences: (Ticklist with topics below, select the relevant tickboxes with your mouse, or type X, to undo type X again)

☐ Coders
☐ Clinicians/doctors
☐ Medical students
☐ Paramedical students
☐ Statistician/epidemiologists
☐ Health information analysts
☐ Health planners and managers
☐ High-level decision makers
☐ Software developer
☐ Others(s) (please specify)

What language/s is the user interface available in (e.g. English, French)?

What language(s) data does the tool process: (e.g. a coding tool might process only input in English)?l standard)

☐ Language independent

Is there a copyright on the tool?
☐ No ☐ Yes

Is it possible to obtain translation rights?
☐ No
☐ Yes (please describe the procedure involved, costs, etc)

Are there any pre-requisites required for using the tool? (e.g. minimum educational level, experience in data processing, etc.)
☐ No
☐ Yes (please describe)

Hardware requirements for the installation of this tool

Software requirements for using this tool (e.g. operating system, standard software or of the shelf packages)

Is this tool available to the public?
☐ No
☐ Yes (please tick all that apply)
- ☐ public domain
- ☐ through a distribution centre
- ☐ on the internet
- ☐ from the author/producer
- ☐ from the Collaborating Centre
- ☐ other (please specify)

Is it necessary to obtain a license to use the tool?
☐ No
☐ Not for Collaborating Centres
☐ Yes (please specify amount and currency)

Are there provisions/mechanisms for updating the tool to reflect changes in ICF?
☐ No
☐ Yes (please describe provisions/mechanisms as completely as possible)

COMMENTS ON PILOT

Content of pilot:

Technical comment:

USA

Information collection on ICF:

Educational and Implementation materials, including Electronic Tools

After you have selected the text box with your cursor, you can start typing.

Title in English: (your specific title for the material/project, if available)
Code ICF

Title in original language:
Code ICF

Country/region: United States

Description or abstract of material: (Max. 150 words)
Code ICF is interactive, web-based training on ICF. The training modules are designed to provide a general overview of ICF, its conceptual foundations and its aplications in health reporting, clinical practice, policy making, education and research. Users will learn how to describe the health state of an individual using domain codes with qualifiers and use the ICF browser to glean pertinent material from any part of the classification using literal entry to obtain codes. There is a section on frequently asked questions, and case vignettes are coded. Code ICF fits WHO architecture, source codes, coding guidelines, operations manuals and linguistic modes so that translations to other official WHO languages by WHO will be straightforward.

Contact information: (Details on persons proving information and contribution to topic described)
Name(s): Marjorie S. Greenberg
Organisation: National Center for Health Statistics, Centers for Disease Control and Prevention
Postal Address: 3311 Toledo Road, Room 2413, Hyattsville, Maryland 20782 USA
Email Address: msg1@cdc.gov
Developer or author of material: Contracted with Western University for development of material; Dr. Gretchen Swanson and Dr. Lee Ann Carrothers developed in collaboration with NCHS and WHO

DEFINITIONS AND CONTENT OF MATERIAL:

DEFINITION OF IMPLEMENTATION MATERIAL:
ICF implementation means ”use and application of ICF in practice”.
It includes translation into other languages, instruments developed based on the ICF as well as existing instruments mapped to the ICF (originally not based on the ICF). Regularity of use and application may vary by circumstances from ad hoc use (as in a one-off survey, a research or a pilot project) up to regular use such as in legislation, censuses, running population based surveys, clinical settings and disability certification.

Is the material implementation material?

Yes **No**

If yes, what is the content? (Ticklist with topics below, select the relevant tickboxes with your mouse, or type X, to undo type X again)

ICF dimensions: BF/S, A/P, E including coding
ICF qualifiers including coding
ICF frameworks and concepts
ICF history and concepts
Measurement and calibration (e.g. to existing measurement tools)
The broader concept of health—Use of ICF and ICD together
Minimum data sets using ICF
Ethical considerations including privacy
Implementation strategy and dissemination
Translation
Other (please specify)

DEFINITION OF EDUCATIONAL MATERIAL:

ICF Educational materials are those that are developed for raising awareness of ICF; exposing people to the purposes, development, framework, structure, content and potential applications of ICF; and training people in the use of ICF. The goal of these materials is to enable others to use the classification in ways that are appropriate to their identified needs.
The materials can be part of an effort to apply ICF in a particular context; in that case, one would report both the application and the educational materials. Education or training can be introductory (assume no knowledge of ICF), intermediate (assume some previous exposure to ICF) and advanced (assume participants are ready to apply ICF as either a framework or a detailed code set). Examples of educational materials are lectures, slide presentations, articles, conferences and their proceedings, user guides, workshop material, examples of application, video, self-learning tools, case studies and vignettes, reference lists and list of contact for advice and information on ICF applications.

Is the material educational material?

Yes **No**

If yes, what is the content? (Ticklist with topics below, select the relevant tickboxes with your mouse, or type X, to undo type X again)

ICF dimensions: BF/S, A/P, E including coding
ICF qualifiers including coding
ICF frameworks and concepts
ICF history and concepts
Measurement and calibration
The broader concept of health—Use of ICF and ICD together
Implementation and planning
Ethical use including privacy
Other (please specify) case vignettes

IMPLEMENTATION AND EDUCATION ITEMS:

Area of application and purpose of use: (Ticklist with topics below, select the relevant tickboxes with your mouse, or type X, to undo type X again)

Clinical (specify type)
Administrative data including health records
Surveys
Insurance
Policy development or planning
Measurement or assessment
Research
Private sector
Public sector
Other (please specify)

Level of use e.g. as:

Conceptual framework
Detailed set
Other (please specify)

Types of ICF users/audiences: (Ticklist with topics below, select the relevant tickboxes with your mouse, or type X, to undo type X again)

Consumers/service users
Clinician
Policy makers
Statistician
Administrator
Researchers
Survey developers
Health science students
Coders
Other (please specify)

Language of material: (Name of language/please use International standard)
English

Reference: (Reference for material itself if available)
http://wsdb.westernu.edu/icftraining/

Relevant articles:

Does the material include an Electronic Tool? (For specific tools on ICF please fill in the Electronic tool form below)
Yes **No**

EDUCATION ITEMS ONLY

Learning objectives: (Type of learning objective from ticklist below) (Select the relevant tickboxes

with your mouse, or type X, to undo type X again)

Awareness, introduction
Education for policy and planning
Education for 'clinical' use (specify)
Education for data development
Education for coding
Other (please specify)

Function of use: (Any accreditation of courses and/or record of use, including use in educational institutions)

Method of instruction: (Select from ticklist below)

Electronic tools/web based training
User guides
Videos
Other self help methods
Presentations/slides / Power-point shows
Workshops, interactive or 'hands on' methods
Other (please specify)

Duration of course: (In parts of the day or days)
2-4 Hours Days

Requirements: (Equipment / media/ specific tools needed)
Internet access, Real 1 Player or Windows Media Player 9 (obtainable off the web site) to view videos

Availability:
Available
Not available
Under Development

Costs:
Will be freely available on WHO web site, currently available on Western University web site

IP issue:
Open Source
No Copyright protection
Copyright protected

Specific needs: (description of any specific needs of the audience for whom the education was provided)

Electronic Tools on ICF

Part 1: Please fill in for each tool.

Name of electronic tool in English:
Code ICF

Name of electronic tool in original language: (only if different from English)
Code ICF

Who owns the tool:

Developed under contract by U.S. National Center for Health Statistics (NCHS). Currently available at http://wsdb.westernu.edu/icftraining/ Will be freely available on WHO web site

Who is the author/developer of the tool: (only if different from owner) (name and contact details)
Dr. Gretchen Swanson and Dr. Lee Ann Carrothers of Western University in collaboration with NCHS and WHO.

Purpose of tool: (Details on persons proving information and contribution to topic described)

Electronic version of ICF
Automated coding
Electronic training
Production of ICF
- Index
- Maintenance of classification
- Export of formatted text file for print
- Export of XML, ClaML
- Export of other structured format for database production

Crosswalks or external references (please specify between which classifications)

Mapping to other vocabularies (please specify these vocabularies)

Data validation, aggregation, tabulation, or retrieval
Dissemination and communication
Other (please specify)

Brief description of functionality (fill in if necessary to understand purpose)

Code ICF is interactive, web-based training on ICF. The training modules are designed to provide a general overview of ICF, its conceptual foundations and its aplications in health reporting, clinical practice, policy making, education and research. Users will learn how to describe the health state of an individual using domain codes with qualifiers and use the ICF browser to glean pertinent material from any part of the classification using literal entry to obtain codes. There is a section on frequently asked questions, and case vignettes are coded. Code ICF fits WHO architecture, source codes, coding guidelines, operations manuals and linguistic modes so that translations to other official WHO languages by WHO will be straightforward.

Electronic tool on ICF **Part 2 – please fill in only for tools that are owned by your institution!**
Target audiences: (Ticklist with topics below, select the relevant tickboxes with your mouse, or type X, to undo type X again) Coders Clinicians/doctors Medical students Paramedical students Statistician/epidemiologists Health information analysts Health planners and managers High-level decision makers Software developer Others(s) (please specify)
What language/s is the user interface available in (e.g. English, French)? **English**
What language(s) data does the tool process: (e.g. a coding tool might process only input in English)?l standard) English Language independent
Is there a copyright on the tool? No Yes
Is it possible to obtain translation rights? No Yes (please describe the procedure involved, costs, etc) **See above** **Are there any pre-requisites required for using the tool?** (e.g. minimum educational level, experience in data processing, etc.) No Yes (please describe) Access to Internet
Hardware requirements for the installation of this tool
Software requirements for using this tool (e.g. operating system, standard software or of the shelf packages)

Is this tool available to the public?
No
Yes (please tick all that apply)
public domain
through a distribution centre
on the internet
from the author/producer
from the Collaborating Centre
other (please specify)

Is it necessary to obtain a license to use the tool?
No
Not for Collaborating Centres
Yes (please specify amount and currency)

Are there provisions/mechanisms for updating the tool to reflect changes in ICF?
No
Yes (please describe provisions/mechanisms as completely as possible) NCHS would need to award a new contract if updating were necessary.

COMMENTS ON PILOT

Content of pilot:

The content is quite comprehensive. However, it is not clear if it is necessary to repeat information for an electronic tool that has already been entered for the product as an educational material

Technical comment:

It was confusing which template I should use when I entered the Collaborative Workspace. Initially, I used the template under Educational Materials, but then I realized that it was incomplete, and I had to enter under ICF pilot. Also, it's not clear how to save this when you get to the bottom of the template.

Information collection on ICF:

Educational and Implementation materials, including Electronic Tools

After you have selected the text box with your cursor, you can start typing.

Title in English: (your specific title for the material/project, if available)
Procedural Manual and Guide for a Standardized Application of the ICF: A Manual for Health Professionals

Title in original language:
Procedural Manual and Guide for a Standardized Application of the ICF: A Manual for Health Professionals

Country/region: USA

Description or abstract of material: (Max. 150 words)
The Procedural Manual is being developed through the collaboration of WHO and the American Psychological Association, with the formal participation of an increasing number of national and international associations of health professionals (e.g. American Speech Language Hearing Association, American Occupational Therapy Association.) The procedural Manual is designed for both education and implementation purposes. The Manual provides a standard approach to classification for health service applications, including interpretation of concepts, operational definitions, case examples, and assessment information for each code. The Manual is intended to facilitate increased use of the ICF by providing the guidance necessary for reliable, valid, and clinically useful classification and a more rational basis for treatment planning and reimbursement policy.

Contact information: (Details on persons proving information and contribution to topic described)
Name(s): Lynn F. Bufka, PhD
Organisation: American Psychological Association
Postal Address: 750 First Street, NE, Washington, DC 20002 USA
Email Address: lbufka@apa.org
Developer or author of material: World Health Organization and American Psychological Association with the participation of American Occupational Therapy Association, American Physical Therapy Association, American Speech Language Hearing Association, American Therapeutic Recreation Association, National Association of Social Workers

DEFINITIONS AND CONTENT OF MATERIAL:

DEFINITION OF IMPLEMENTATION MATERIAL:

ICF implementation means "use and application of ICF in practice".
It includes translation into other languages, instruments developed based on the ICF as well as existing instruments mapped to the ICF (originally not based on the ICF). Regularity of use and application may vary by circumstances from ad hoc use (as in a one-off survey, a research or a pilot project) up to regular use such as in legislation, censuses, running population based surveys, clinical settings and disability certification.

Is the material implementation material?

☒ **Yes** ☐ **No**

If yes, what is the content? (Ticklist with topics below, select the relevant tickboxes with your mouse, or type X, to undo type X again)

☒ ICF dimensions: BF/S, A/P, E including coding
☒ ICF qualifiers including coding
☒ ICF frameworks and concepts
☐ ICF history and concepts
☐ Measurement and calibration (e.g. to existing measurement tools)
☐ The broader concept of health—Use of ICF and ICD together
☐ Minimum data sets using ICF
☐ Ethical considerations including privacy
☐ Implementation strategy and dissemination
☐ Translation
☐ Other (please specify)

DEFINITION OF EDUCATIONAL MATERIAL:

ICF Educational materials are those that are developed for raising awareness of ICF; exposing people to the purposes, development, framework, structure, content and potential applications of ICF; and training people in the use of ICF. The goal of these materials is to enable others to use the classification in ways that are appropriate to their identified needs.
The materials can be part of an effort to apply ICF in a particular context; in that case, one would report both the application and the educational materials. Education or training can be introductory (assume no knowledge of ICF), intermediate (assume some previous exposure to ICF) and advanced (assume participants are ready to apply ICF as either a framework or a detailed code set). Examples of educational materials are lectures, slide presentations, articles, conferences and their proceedings, user guides, workshop material, examples of application, video, self-learning tools, case studies and vignettes, reference lists and list of contact for advice and information on ICF applications.

Is the material educational material?

☒ **Yes** ☐ **No**

If yes, what is the content? (Ticklist with topics below, select the relevant tickboxes with your mouse, or type X, to undo type X again)

☒ ICF dimensions: BF/S, A/P, E including coding
☒ ICF qualifiers including coding
☒ ICF frameworks and concepts
☐ ICF history and concepts
☐ Measurement and calibration
☐ The broader concept of health—Use of ICF and ICD together
☐ Implementation and planning

☐ Ethical use including privacy
☐ Other (please specify)

IMPLEMENTATION AND EDUCATION ITEMS:

Area of application and purpose of use: (Ticklist with topics below, select the relevant tickboxes with your mouse, or type X, to undo type X again)

☒ Clinical (specify type)
☐ Administrative data including health records
☐ Surveys
☐ Insurance
☐ Policy development or planning
☒ Measurement or assessment
☒ Research
☒ Private sector
☒ Public sector
☐ Other (please specify)

Level of use e.g. as:

☐ Conceptual framework
☐ Detailed set
☒ Other (please specify) Operationalization of ICF concepts for practice

Types of ICF users/audiences: (Ticklist with topics below, select the relevant tickboxes with your mouse, or type X, to undo type X again)

☐ Consumers/service users
☒ Clinician
☐ Policy makers
☐ Statistician
☐ Administrator
☒ Researchers
☐ Survey developers
☒ Health science students
☐ Coders
☐ Other (please specify)

Language of material: (Name of language/please use International standard)
English

Reference: (Reference for material itself if available)
Procedural Manual and Guide for a Standardized Application of the ICF: A Manual for Health Professionals (Sample and Prototype.) 2003. Developed by the American Psychological Association in collaboration with the World Health Organization with the participation of the American Occupational Therapy Association, American Physical Therapy Association, American Speech Language Hearing Association, American Therapeutic Recreation Association, and National Association of Social Workers.

Relevant articles:
Reed, G.M., Lux, J.B., Bufka, L.F., Trask, C., Peterson, D.B., Stark, S., Threats, T.T., Jacobson, J.A. & Hawley, J.W. (2005.) Operationalizing the International Classification of Functioning, Disability and Health (ICF) in clinical settings. Rehabilitation Psychology, 50(2), 122-131.

Does the material include an Electronic Tool? (For specific tools on ICF please fill in the Electronic tool form below)
☐ **Yes** ☒ **No**

EDUCATION ITEMS ONLY

Learning objectives: (Type of learning objective from ticklist below) (Select the relevant tickboxes with your mouse, or type X, to undo type X again)

☒ Awareness, introduction
☐ Education for policy and planning
☒ Education for 'clinical' use (specify)
☐ Education for data development
☒ Education for coding
☒ Other (please specify) Education so clinicians can select and appropiately use codes in order to describe patient functioning and communicate across disciplines.

Function of use: (Any accreditation of courses and/or record of use, including use in educational institutions)
Manual and corresponding power point educational tutorial have been presented in workshops with groups of professionals.

Method of instruction: (Select from ticklist below)

☐ Electronic tools/web based training
☐ User guides
☐ Videos
☐ Other self help methods
☒ Presentations/slides / Power-point shows
☒ Workshops, interactive or 'hands on' methods
☐ Other (please specify)

Duration of course: (In parts of the day or days)
3 Hours Days

Requirements: (Equipment / media/ specific tools needed)
Powerpoint capability

Availability:
☒ Available
☐ Not available
☐ Under Development

Costs:
Free

IP issue:
☐ Open Source
☐ No Copyright protection
☒ Copyright protected

Specific needs: (description of any specific needs of the audience for whom the education was provided)
The content was tailored to discipline specific concerns (ie. social work or physical therapy) and was created for a US audience.

Electronic Tools on ICF

Part 1: Please fill in for each tool.

Name of electronic tool in English:

Name of electronic tool in original language: (only if different from English)

Who owns the tool:

Who is the author/developer of the tool: (only if different from owner) (name and contact details)

Purpose of tool: (Details on persons proving information and contribution to topic described)

- ☐ Electronic version of ICF
- ☐ Automated coding
- ☐ Electronic training
- ☐ Production of ICF
  - ☐ Index
  - ☐ Maintenance of classification
  - ☐ Export of formatted text file for print
  - ☐ Export of XML, ClaML
  - ☐ Export of other structured format for database production
- ☐ Crosswalks or external references (please specify between which classifications)
- ☐ Mapping to other vocabularies (please specify these vocabularies)
- ☐ Data validation, aggregation, tabulation, or retrieval
- ☐ Dissemination and communication
- ☐ Other (please specify)

Brief description of functionality (fill in if necessary to understand purpose)

Electronic tool on ICF

Part 2 – please fill in only for tools that are owned by your institution!

Target audiences: (Ticklist with topics below, select the relevant tickboxes with your mouse, or type X, to undo type X again)

☐ Coders
☐ Clinicians/doctors
☐ Medical students
☐ Paramedical students
☐ Statistician/epidemiologists
☐ Health information analysts
☐ Health planners and managers
☐ High-level decision makers
☐ Software developer
☐ Others(s) (please specify)

What language/s is the user interface available in (e.g. English, French)?

What language(s) data does the tool process: (e.g. a coding tool might process only input in English)?l standard)

☐ Language independent

Is there a copyright on the tool?
☐ No ☐ Yes

Is it possible to obtain translation rights?
☐ No
☐ Yes (please describe the procedure involved, costs, etc)

Are there any pre-requisites required for using the tool? (e.g. minimum educational level, experience in data processing, etc.)
☐ No
☐ Yes (please describe)

Hardware requirements for the installation of this tool

Software requirements for using this tool (e.g. operating system, standard software or of the shelf packages)

Is this tool available to the public?
☐ No
☐ Yes (please tick all that apply)
- ☐ public domain
- ☐ through a distribution centre
- ☐ on the internet
- ☐ from the author/producer
- ☐ from the Collaborating Centre
- ☐ other (please specify)

Is it necessary to obtain a license to use the tool?
☐ No
☐ Not for Collaborating Centres
☐ Yes (please specify amount and currency)

Are there provisions/mechanisms for updating the tool to reflect changes in ICF?
☐ No
☐ Yes (please describe provisions/mechanisms as completely as possible)

COMMENTS ON PILOT

Content of pilot:

Technical comment:

Australia
CSTDA NMDS

Information collection on ICF:

Educational and Implementation materials, including Electronic Tools

After you have selected the text box with your cursor, you can start typing.

Title in English: (your specific title for the material/project, if available)
Commonwealth State/Territory Disability Agreement National Minimum Data Set

Title in original language:

Country/region: Australia

Description or abstract of material: (Max. 150 words)
The Commonwealth State/Territory Disability Agreement National Minimum Data Set (CSTDA NMDS) collection has been in existence since 1994. Its establishment enabled complete, nationally comparable data on disability services funded under the CSTDA to be collected in Australia for the first time. The CSTDA NMDS collection involves collection of data relating to service type outlets providing disability support services throughout Australia, and the people who access these services (service users). Among service user data items is a support needs question, which asks for responses relating to "level of personal help or supervision with activities or participation" for each of nine life areas.

Contact information: (Details on persons proving information and contribution to topic described)
Name(s): Tim Beard
Organisation: Australian Institute of Health and Welfare
Postal Address: GPO Box 570 Canberra ACT 2601 Australia
Email Address: who_fic@aihw.gov.au
Developer or author of material: AIHW

DEFINITIONS AND CONTENT OF MATERIAL:

DEFINITION OF IMPLEMENTATION MATERIAL:
ICF implementation means ”use and application of ICF in practice”.
It includes translation into other languages, instruments developed based on the ICF as well as existing instruments mapped to the ICF (originally not based on the ICF). Regularity of use and application may vary by circumstances from ad hoc use (as in a one-off survey, a research or a pilot project) up to regular use such as in legislation, censuses, running population based surveys, clinical settings and disability certification.

Is the material implementation material?

Yes **No**

If yes, what is the content? (Ticklist with topics below, select the relevant tickboxes with your mouse, or type X, to undo type X again)

ICF dimensions: BF/S, A/P, E including coding
ICF qualifiers including coding
ICF frameworks and concepts
ICF history and concepts
Measurement and calibration (e.g. to existing measurement tools)
The broader concept of health—Use of ICF and ICD together
Minimum data sets using ICF
Ethical considerations including privacy
Implementation strategy and dissemination
Translation
Other (please specify)

DEFINITION OF EDUCATIONAL MATERIAL:

ICF Educational materials are those that are developed for raising awareness of ICF; exposing people to the purposes, development, framework, structure, content and potential applications of ICF; and training people in the use of ICF. The goal of these materials is to enable others to use the classification in ways that are appropriate to their identified needs.
The materials can be part of an effort to apply ICF in a particular context; in that case, one would report both the application and the educational materials. Education or training can be introductory (assume no knowledge of ICF), intermediate (assume some previous exposure to ICF) and advanced (assume participants are ready to apply ICF as either a framework or a detailed code set). Examples of educational materials are lectures, slide presentations, articles, conferences and their proceedings, user guides, workshop material, examples of application, video, self-learning tools, case studies and vignettes, reference lists and list of contact for advice and information on ICF applications.

Is the material educational material?

Yes **No**

If yes, what is the content? (Ticklist with topics below, select the relevant tickboxes with your mouse, or type X, to undo type X again)

ICF dimensions: BF/S, A/P, E including coding
ICF qualifiers including coding
ICF frameworks and concepts
ICF history and concepts
Measurement and calibration
The broader concept of health—Use of ICF and ICD together
Implementation and planning
Ethical use including privacy
Other (please specify)

IMPLEMENTATION AND EDUCATION ITEMS:

Area of application and purpose of use: (Ticklist with topics below, select the relevant tickboxes with your mouse, or type X, to undo type X again)

Clinical (specify type)

Administrative data including health records
Surveys
Insurance
Policy development or planning
Measurement or assessment
Research
Private sector
Public sector
Other (please specify)

Level of use e.g. as:

Conceptual framework
Detailed set
Other (please specify)

Types of ICF users/audiences: (Ticklist with topics below, select the relevant tickboxes with your mouse, or type X, to undo type X again)

Consumers/service users
Clinician
Policy makers
Statistician
Administrator
Researchers
Survey developers
Health science students
Coders
Other (please specify)

Language of material: (Name of language/please use International standard)
English

Reference: (Reference for material itself if available)

Relevant articles:

Does the material include an Electronic Tool? (For specific tools on ICF please fill in the Electronic tool form below)
Yes **No**

EDUCATION ITEMS ONLY

Learning objectives: (Type of learning objective from ticklist below) (Select the relevant tickboxes with your mouse, or type X, to undo type X again)

Awareness, introduction
Education for policy and planning
Education for 'clinical' use (specify)
Education for data development
Education for coding
Other (please specify)

Function of use: (Any accreditation of courses and/or record of use, including use in educational institutions)

Method of instruction: (Select from ticklist below)

Electronic tools/web based training
User guides
Videos
Other self help methods
Presentations/slides / Power-point shows
Workshops, interactive or 'hands on' methods
Other (please specify)

Duration of course: (In parts of the day or days)
Hours Days

Requirements: (Equipment / media/ specific tools needed)

Availability:
Available
Not available
Under Development

Costs:

IP issue:
Open Source
No Copyright protection
Copyright protected

Specific needs: (description of any specific needs of the audience for whom the education was provided)

Electronic Tools on ICF

Part 1: Please fill in for each tool.

Name of electronic tool in English:

Name of electronic tool in original language: (only if different from English)

Who owns the tool:

Who is the author/developer of the tool: (only if different from owner) (name and contact details)

Purpose of tool: (Details on persons proving information and contribution to topic described)

Electronic version of ICF
Automated coding
Electronic training
Production of ICF
- Index
- Maintenance of classification
- Export of formatted text file for print
- Export of XML, ClaML
- Export of other structured format for database production

Crosswalks or external references (please specify between which classifications)

Mapping to other vocabularies (please specify these vocabularies)

Data validation, aggregation, tabulation, or retrieval
Dissemination and communication
Other (please specify)

Brief description of functionality (fill in if necessary to understand purpose)

Electronic tool on ICF

Part 2 – please fill in only for tools that are owned by your institution!

Target audiences: (Ticklist with topics below, select the relevant tickboxes with your mouse, or type X, to undo type X again)

Coders
Clinicians/doctors
Medical students
Paramedical students
Statistician/epidemiologists
Health information analysts
Health planners and managers
High-level decision makers
Software developer
Others(s) (please specify)

What language/s is the user interface available in (e.g. English, French)?

What language(s) data does the tool process: (e.g. a coding tool might process only input in English)?l standard)

Language independent

Is there a copyright on the tool?
No Yes

Is it possible to obtain translation rights?
No
Yes (please describe the procedure involved, costs, etc)

Are there any pre-requisites required for using the tool? (e.g. minimum educational level, experience in data processing, etc.)
No
Yes (please describe)

Hardware requirements for the installation of this tool

Software requirements for using this tool (e.g. operating system, standard software or of the shelf packages)

Is this tool available to the public?
No
Yes (please tick all that apply)
public domain
through a distribution centre
on the internet
from the author/producer
from the Collaborating Centre
other (please specify)

Is it necessary to obtain a license to use the tool?
No
Not for Collaborating Centres
Yes (please specify amount and currency)

Are there provisions/mechanisms for updating the tool to reflect changes in ICF?
No
Yes (please describe provisions/mechanisms as completely as possible)

COMMENTS ON PILOT

Content of pilot:

I was not sure how to respond to the "reference" item (reference to material itself?). I think it is probably not applicable to an NMDS but it was unclear to me exactly what information should be inserted here.

Technical comment:

As discussed with Huib, I had some technical problems accessing and editing this document, mainly due to security (ActiveX) controls. The document itself was easy to work with once I accessed it.

ICF Australian User Guide Version 1

Catherine Sykes, 10/08/2005 - 05:32:14

Information collection on ICF:

Educational and Implementation materials, including Electronic Tools

After you have selected the text box with your cursor, you can start typing.

Title in English: (your specific title for the material/project, if available)
ICF Australian User Guide

Title in original language:
ICF Australian User Guide

Country/region: Australia/WPR

Description or abstract of material: (Max. 150 words)
The ICF Australian User Guide is intended to be a complement to the ICF classification itself, to assista Australian Users to understand the classification, to inform them about current and potential applications and to provide advice on 'getting started'. It is designed for those wanting to find out more about the practical use of the ICF in Australia or planning to use the ICF.

Contact information: (Details on persons proving information and contribution to topic described)
Name(s): Ros Madden
Organisation: Australian Institute of Health and Welfare
Postal Address: GPO Box 570, Canberra, ACT 2601, Australia
Email Address: who_fic@aihw.gov.au
Developer or author of material: Australian Institute of Health and Welfare

DEFINITIONS AND CONTENT OF MATERIAL:

DEFINITION OF IMPLEMENTATION MATERIAL:

ICF implementation means ”use and application of ICF in practice”.
It includes translation into other languages, instruments developed based on the ICF as well as existing instruments mapped to the ICF (originally not based on the ICF). Regularity of use and application may vary by circumstances from ad hoc use (as in a one-off survey, a research or a pilot project) up to regular use such as in legislation, censuses, running population based surveys, clinical settings and disability certification.

Is the material implementation material?

Yes **No**

If yes, what is the content? (Ticklist with topics below, select the relevant tickboxes with your mouse, or type X, to undo type X again)

ICF dimensions: BF/S, A/P, E including coding
ICF qualifiers including coding
ICF frameworks and concepts
ICF history and concepts
Measurement and calibration (e.g. to existing measurement tools)
The broader concept of health—Use of ICF and ICD together
Minimum data sets using ICF
Ethical considerations including privacy
Implementation strategy and dissemination
Translation
Other (please specify)

DEFINITION OF EDUCATIONAL MATERIAL:

ICF Educational materials are those that are developed for raising awareness of ICF; exposing people to the purposes, development, framework, structure, content and potential applications of ICF; and training people in the use of ICF. The goal of these materials is to enable others to use the classification in ways that are appropriate to their identified needs.
The materials can be part of an effort to apply ICF in a particular context; in that case, one would report both the application and the educational materials. Education or training can be introductory (assume no knowledge of ICF), intermediate (assume some previous exposure to ICF) and advanced (assume participants are ready to apply ICF as either a framework or a detailed code set). Examples of educational materials are lectures, slide presentations, articles, conferences and their proceedings, user guides, workshop material, examples of application, video, self-learning tools, case studies and vignettes, reference lists and list of contact for advice and information on ICF applications.

Is the material educational material?

Yes **No**

If yes, what is the content? (Ticklist with topics below, select the relevant tickboxes with your mouse, or type X, to undo type X again)

ICF dimensions: BF/S, A/P, E including coding
ICF qualifiers including coding
ICF frameworks and concepts
ICF history and concepts
Measurement and calibration
The broader concept of health—Use of ICF and ICD together
Implementation and planning
Ethical use including privacy
Other (please specify)

IMPLEMENTATION AND EDUCATION ITEMS:

Area of application and purpose of use: (Ticklist with topics below, select the relevant tickboxes with your mouse, or type X, to undo type X again)

Clinical (specify type)
Administrative data including health records
Surveys
Insurance
Policy development or planning
Measurement or assessment
Research
Private sector
Public sector
Other (please specify)

Level of use e.g. as:

Conceptual framework
Detailed set
Other (please specify)

Types of ICF users/audiences: (Ticklist with topics below, select the relevant tickboxes with your mouse, or type X, to undo type X again)

Consumers/service users
Clinician
Policy makers
Statistician
Administrator
Researchers
Survey developers
Health science students
Coders
Other (please specify)

Language of material: (Name of language/please use International standard)
English, with translations into French, Arabic and Danish

Reference: (Reference for material itself if available)
Australian Institute of Health and Welfare (AIHW) 2003. ICF Australian User Guide. Version 1.0 Disability Series. AIHW Cat. No. DIS33. Canberra AIHW.

Relevant articles:

Does the material include an Electronic Tool? (For specific tools on ICF please fill in the Electronic tool form below)
Yes **No**

EDUCATION ITEMS ONLY

Learning objectives: (Type of learning objective from ticklist below) (Select the relevant tickboxes with your mouse, or type X, to undo type X again)

Awareness, introduction
Education for policy and planning
Education for 'clinical' use (specify)
Education for data development
Education for coding
Other (please specify)

Function of use: (Any accreditation of courses and/or record of use, including use in educational institutions)

Method of instruction: (Select from ticklist below)

Electronic tools/web based training
User guides
Videos
Other self help methods
Presentations/slides / Power-point shows
Workshops, interactive or 'hands on' methods
Other (please specify)

Duration of course: (In parts of the day or days)
Hours Days

Requirements: (Equipment / media/ specific tools needed)

Availability:
Available
Not available
Under Development

Costs:
$Aus 22 (Hard Copy) free of charge on www.aihw.gov.au

IP issue:
Open Source
No Copyright protection
Copyright protected

Specific needs: (description of any specific needs of the audience for whom the education was provided)

Electronic Tools on ICF

Part 1: Please fill in for each tool.

Name of electronic tool in English:

Name of electronic tool in original language: (only if different from English)

Who owns the tool:

Who is the author/developer of the tool: (only if different from owner) (name and contact details)

Purpose of tool: (Details on persons proving information and contribution to topic described)

Electronic version of ICF
Automated coding
Electronic training
Production of ICF
- Index
- Maintenance of classification
- Export of formatted text file for print
- Export of XML, ClaML
- Export of other structured format for database production

Crosswalks or external references (please specify between which classifications)

Mapping to other vocabularies (please specify these vocabularies)

Data validation, aggregation, tabulation, or retrieval
Dissemination and communication
Other (please specify)

Brief description of functionality (fill in if necessary to understand purpose)

Electronic tool on ICF

Part 2 – please fill in only for tools that are owned by your institution!

Target audiences: (Ticklist with topics below, select the relevant tickboxes with your mouse, or type X, to undo type X again)

Coders
Clinicians/doctors
Medical students
Paramedical students
Statistician/epidemiologists
Health information analysts
Health planners and managers
High-level decision makers
Software developer
Others(s) (please specify)

What language/s is the user interface available in (e.g. English, French)?

What language(s) data does the tool process: (e.g. a coding tool might process only input in English)?l standard)

Language independent

Is there a copyright on the tool?
No Yes

Is it possible to obtain translation rights?
No
Yes (please describe the procedure involved, costs, etc)

Are there any pre-requisites required for using the tool? (e.g. minimum educational level, experience in data processing, etc.)
No
Yes (please describe)

Hardware requirements for the installation of this tool

Software requirements for using this tool (e.g. operating system, standard software or of the shelf packages)

Is this tool available to the public?
No
Yes (please tick all that apply)
public domain
through a distribution centre
on the internet
from the author/producer

from the Collaborating Centre
other (please specify)

Is it necessary to obtain a license to use the tool?
No
Not for Collaborating Centres
Yes (please specify amount and currency)

Are there provisions/mechanisms for updating the tool to reflect changes in ICF?
No
Yes (please describe provisions/mechanisms as completely as possible)

COMMENTS ON PILOT

Content of pilot:

Technical comment:
The tick boxes are not apparent on the published version.

ICF power point presentations

Catherine Sykes, 10/08/2005 - 04:07:25

Information collection on ICF:

Educational and Implementation materials, including Electronic Tools

After you have selected the text box with your cursor, you can start typing.

Title in English: (your specific title for the material/project, if available)
ICF power point presentations

Title in original language:
ICF power point presentations

Country/region: Australia/WPR

Description or abstract of material: (Max. 150 words)
A set of four power point presentations and accompanying speaking notes.
1 International Classification of Functioning, Disability and Health (ICF): What iti is and why would you use it.
2 ICF implementation in Australia
3 Coding with ICF
4 The WHO Family of International Classifications
These slides have formed the basis of numerous presentations to a wide variety of audiences. Each use has required some modification of the slide set to shape the presentation to the particular audience.

Contact information: (Details on persons proving information and contribution to topic described)
Name(s): Catherine Sykes
Organisation: Australian Institute of Health and Welfare
Postal Address: GPO Box 570, Canberra, ACT 2601, Australia
Email Address: who_fic@aihw.gov.au
Developer or author of material: Australian Institute of Health and Welfare

DEFINITIONS AND CONTENT OF MATERIAL:

DEFINITION OF IMPLEMENTATION MATERIAL:
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It includes translation into other languages, instruments developed based on the ICF as well as existing instruments mapped to the ICF (originally not based on the ICF). Regularity of use and

application may vary by circumstances from ad hoc use (as in a one-off survey, a research or a pilot project) up to regular use such as in legislation, censuses, running population based surveys, clinical settings and disability certification.

Is the material implementation material?

Yes **No**

If yes, what is the content? (Ticklist with topics below, select the relevant tickboxes with your mouse, or type X, to undo type X again)

ICF dimensions: BF/S, A/P, E including coding
ICF qualifiers including coding
ICF frameworks and concepts
ICF history and concepts
Measurement and calibration (e.g. to existing measurement tools)
The broader concept of health—Use of ICF and ICD together
Minimum data sets using ICF
Ethical considerations including privacy
Implementation strategy and dissemination
Translation
Other (please specify)

DEFINITION OF EDUCATIONAL MATERIAL:

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The materials can be part of an effort to apply ICF in a particular context; in that case, one would report both the application and the educational materials. Education or training can be introductory (assume no knowledge of ICF), intermediate (assume some previous exposure to ICF) and advanced (assume participants are ready to apply ICF as either a framework or a detailed code set). Examples of educational materials are lectures, slide presentations, articles, conferences and their proceedings, user guides, workshop material, examples of application, video, self-learning tools, case studies and vignettes, reference lists and list of contact for advice and information on ICF applications.

Is the material educational material?

Yes **No**

If yes, what is the content? (Ticklist with topics below, select the relevant tickboxes with your mouse, or type X, to undo type X again)

ICF dimensions: BF/S, A/P, E including coding
ICF qualifiers including coding
ICF frameworks and concepts
ICF history and concepts
Measurement and calibration
The broader concept of health—Use of ICF and ICD together
Implementation and planning
Ethical use including privacy
Other (please specify)

IMPLEMENTATION AND EDUCATION ITEMS:

Area of application and purpose of use: (Ticklist with topics below, select the relevant tickboxes with your mouse, or type X, to undo type X again)

Clinical (specify type)
Administrative data including health records
Surveys
Insurance
Policy development or planning
Measurement or assessment
Research
Private sector
Public sector
Other (please specify)

Level of use e.g. as:

Conceptual framework
Detailed set
Other (please specify)

Types of ICF users/audiences: (Ticklist with topics below, select the relevant tickboxes with your mouse, or type X, to undo type X again)

Consumers/service users
Clinician
Policy makers
Statistician
Administrator
Researchers
Survey developers
Health science students
Coders
Other (please specify)

Language of material: (Name of language/please use International standard)
English

Reference: (Reference for material itself if available)

Relevant articles:

Does the material include an Electronic Tool? (For specific tools on ICF please fill in the Electronic tool form below)
Yes **No**

EDUCATION ITEMS ONLY

Learning objectives: (Type of learning objective from ticklist below) (Select the relevant tickboxes with your mouse, or type X, to undo type X again)

Awareness, introduction
Education for policy and planning
Education for 'clinical' use (specify)
Education for data development
Education for coding
Other (please specify)

Function of use: (Any accreditation of courses and/or record of use, including use in educational institutions)

Method of instruction: (Select from ticklist below)

Electronic tools/web based training
User guides
Videos
Other self help methods
Presentations/slides / Power-point shows
Workshops, interactive or 'hands on' methods
Other (please specify)

Duration of course: (In parts of the day or days)
1 hour per section Hours Days

Requirements: (Equipment / media/ specific tools needed)
Capacity to use Microsoft power point

Availability:
Available
Not available
Under Development

Costs:
Free distribution on request

IP issue:
Open Source
No Copyright protection
Copyright protected

Specific needs: (description of any specific needs of the audience for whom the education was provided)

Electronic Tools on ICF

Part 1: Please fill in for each tool.

Name of electronic tool in English:

Name of electronic tool in original language: (only if different from English)

Who owns the tool:

Who is the author/developer of the tool: (only if different from owner) (name and contact details)

Purpose of tool: (Details on persons proving information and contribution to topic described)

Electronic version of ICF
Automated coding
Electronic training
Production of ICF
- Index
- Maintenance of classification
- Export of formatted text file for print
- Export of XML, ClaML
- Export of other structured format for database production

Crosswalks or external references (please specify between which classifications)

Mapping to other vocabularies (please specify these vocabularies)

Data validation, aggregation, tabulation, or retrieval
Dissemination and communication
Other (please specify)

Brief description of functionality (fill in if necessary to understand purpose)

Electronic tool on ICF	**Part 2 – please fill in only for tools that are owned by your institution!**

Target audiences: (Ticklist with topics below, select the relevant tickboxes with your mouse, or type X, to undo type X again)

Coders
Clinicians/doctors
Medical students
Paramedical students
Statistician/epidemiologists
Health information analysts
Health planners and managers
High-level decision makers
Software developer
Others(s) (please specify)

What language/s is the user interface available in (e.g. English, French)?

What language(s) data does the tool process: (e.g. a coding tool might process only input in English)?l standard)

Language independent

Is there a copyright on the tool?
No Yes

Is it possible to obtain translation rights?
No
Yes (please describe the procedure involved, costs, etc)

Are there any pre-requisites required for using the tool? (e.g. minimum educational level, experience in data processing, etc.)
No
Yes (please describe)

Hardware requirements for the installation of this tool

Software requirements for using this tool (e.g. operating system, standard software or of the shelf packages)

Is this tool available to the public?
No
Yes (please tick all that apply)

public domain
through a distribution centre
on the internet
from the author/producer
from the Collaborating Centre
other (please specify)

Is it necessary to obtain a license to use the tool?
No
Not for Collaborating Centres
Yes (please specify amount and currency)

Are there provisions/mechanisms for updating the tool to reflect changes in ICF?
No
Yes (please describe provisions/mechanisms as completely as possible)

COMMENTS ON PILOT

Content of pilot:

Adding the electronic tools component to this questionnaire makes the whole form overwhelming and I think would make it more difficult for people new to the Network to find what they need. It may be preferrable to ask what sort of application the person is looking at on the Instruction page and then direct them to pick up different forms for different applications.

The list on the index page could be sorted by a key word for each application type.

Technical comment:

The information on how to find the correct version of the pilot form need to be refined and more detail included to improve accessibility.

The size of the font and the density of the material makes the forms difficult to read for meaning. In some sections the information provided is over shadowed by the instructions and definitions.

I would prefer to see a user friendly one page summary, with an invitation to contact the author for further information, rather than a detailed seven page document.

Sweden & Norway
In pdf

Finland
In pdf