



## **REGULATION**

Community of interest *Physiotherapy* of the Swiss Society for Intensive Care Medicine (CI-PT)  
For external representation: Community of interest *Critical Care Physiotherapy*

### **1. General conditions**

In accordance with Article 7 of the Swiss Society for Intensive Care Medicine (SSICM) and upon application to the Board of Directors, communities of interest (CI) within the SSICM must be recognized by the General Assembly. They are an integral part of the SSICM and must comply with its statutes and ethical guidelines.

Communities of interest aim to deepen knowledge in a specific field of intensive care medicine or to bring together members on topics of general interest. Their activities are within the guidelines set by the SSICM's Board of Directors and they operate under the responsibility of the SSICM.

The regulations of the communities of interest are approved by the board of SSICM. Under no circumstances may they be constituted as an independent association within the meaning of Article 60 ff. of the Swiss Civil Code. The exact name of the CI is chosen according to its field of interest.

#### **Art. 7: Commissions / Delegations / Working Groups / Communities of interest**

Communities of interest (CI): Communities of interest can apply as "Community of interest ... SSICM" to the board of directors of the SSICM and must become accepted by the General Assembly. Each community receives a platform at the annual conference and the respective CI presidency reports annually in writing to the executive committee about its activities.

### **2. Functions and tasks**

#### **Functions**

Ensuring regional and national promotion of physiotherapy in intensive care units, taking into account local and cultural differences:

- Promotion of therapy, further education, research and interdisciplinary representation of physiotherapy in intensive care medicine
- Promotion of the quality of physiotherapy in intensive care
- Promotion of interdisciplinarity in intensive care medicine



- Development and updating of therapy recommendations for physiotherapy in intensive care
- Promotion and organization of scientific contributions to physiotherapy in intensive care
- Intra- and inter-professional representations of the special field of physiotherapy in intensive care medicine
- Promotion/expansion of cross-institutional networking of physiotherapy in intensive care medicine and interaction with other related organizations

### Tasks

The above functions give rise to the following areas of action and tasks of the community of interest (list is not exhaustive):

- Exchange about professional development and the latest scientific findings concerning physiotherapy in intensive care medicine, its transfer into clinical practice, evaluation and intra- and interprofessional cooperation and ethics
- Exchange on already established professional topics, applied methods and professional experiences of the represented intensive care units
- Development, consolidation and updating of technical guidelines, recommendations, assessment methods, interventions, etc.
- Representation of the professional profile of physiotherapy in intensive care medicine within and outside the SSICM, both intra- and interprofessional
- Advising or Making recommendations on issues relating to the professional profile and professional and practical development, in so far as they relate to specialist issues
- The development and organization of further training courses in collaboration and consultation with the SSICM
- Specialist public relations work such as publications, statements, participation in specialist congresses etc.
- Ensuring the nationwide, cross-regional (internal professional) networking and representation of physiotherapy in intensive care medicine

### 3.Members

There are two ways of becoming a member of the community of interest *physiotherapy*:

- Membership of the CI via an «extraordinary membership»\* in the SSICM at a cost of CHF 100.00/year. This form of membership is suggested but not required.
- Sole membership of the CI\*\* at a fee of CHF 50.00/year. This membership and its fee are not linked to the SSICM.



\*Prerequisite for extraordinary membership in the SSICM (SSICM Statutes 2018):

"Extraordinary members can become doctors, qualified nursing professionals with a certificate of competence in intensive care and members of the medical-technical professions who have a demonstrable interest in intensive care or have rendered outstanding services in this field. A curriculum, but not sponsorship, is required for acceptance as an extraordinary member".

Extraordinary membership in the SSICM brings the following advantages:

- Dual membership of the European Society of Intensive Care Medicine (ESICM)
- National and international networking of the professional association
- Annual Conference
- Annual SSICM Symposium
- Participation in working groups & commissions or with the young members of the SSICM
- Access to the continuing education platform e-log of the Swiss Professional Association of Nurses (SBK) and the Swiss Anesthesia Care Interest Group (SIGA/FSIA)
- Newsletter of the SSICM
- Wide range of further education and training opportunities
- Exclusive member area on [sgi-ssmi.ch](http://sgi-ssmi.ch)

\*\*Prerequisites for membership defined by the CI-PT

Physiotherapists who have an official qualification/title physiotherapy BSc or Dipl. **and**

- Have at least one year's work experience in an intensive care unit and/or an "Intermediate Care Unit" (IMCU) **or**
- Have attended specific continuing vocational training courses corresponding to 10 ECTS\* credits

\*European Credit Transfer and Accumulation System

#### 4. Board of directors and officials

The community of interest is managed by a board of directors consisting of nine persons. The connection to the SSICM is ensured through the elected board and/or the secretary. Both the board of directors and the presidency are elected yearly at the annual meeting of the community of interest during the SSICM congress. The mandate of the presidency is limited to a maximum of four years. A vice-president, who is also elected annually, assists the president.



The board ensures the organization and activities of the community of interest by taking over the following tasks or delegating them to appropriate deputies:

- Suggest topics and agenda items, maintain agenda lists and topic memories
- Setting the dates and venues for CI meetings excluding those organized autonomously by the different language regions
- Moderate and record meetings
- Representation within the community of interest and ensuring the flow of information
- Representation of the community of interest vis-à-vis the SSICM board
- Recruit new members to ensure balanced representation of all language regions within the community of interest
- Establish and maintaining contacts with other communities/organizations with similar interests
- Represent external the community of interest
- Update the technical content on the website

### **Board of directors**

The board of directors consists of nine people, which guarantees a clear majority in votes. These nine persons are composed of

- Two physiotherapists per language region
- One doctor per language region in a specialist advisory capacity and as an interdisciplinary contact person

### **Officials**

The nine members of the board must cover the following functions: President, vice president, treasurer, secretary

### 5. Organization

The work of the community of interest is ensured in four ways:

- Annual plenary meeting with the participation of all language regions\* for a professional and scientific exchange, election of the board of directors including the board of directors, validation of the regulations and planning of the input for the annual SSICM congress
- Scientific input at the annual congress of the Swiss Society for Intensive Care Medicine
- Autonomously organized meetings of the regional groups with no specifications on the frequency, duration and content of the technical exchange



- Maintenance of the CI-PT website integrated into the SSICM homepage for external representation, recruitment of new members, communication of the latest knowledge standards and for general contact

\*Communication in the plenum of the community of interest is in English.

### 6. Scientific Assembly

The community of interest has the right to organize a scientific event each year on the occasion of the annual meeting of the SSICM. The board of the SSICM regularly invites the community of interest to organize sessions on the main topics as well as workshops and discussion rounds etc.

### 7. Annual report

Eight weeks before the SSICM General Assembly, the community of interest prepares an annual report for the SSICM Board, which describes its activities over the past 12 months. They report in particular on activities that are subject to special legal requirements, such as the collection of data, keeping registers, etc., i.e. whenever the responsibility of the SSICM is or could be given.

### 8. Financing

The financing of the community of interest *Physiotherapy* is based on membership fees:

- Annual budget defined by the SSICM according to the number of CI-PT members who have elected dual membership via extraordinary membership\* in the SSICM.

\*Membership fee SSICM extraordinary member CHF 100.00/year

- Income via the membership fees of the sole CI-Memberships\*

\*Membership fee CI-PT CHF 50.00/year

Purpose of the budget:

- Organisational expenditure (translations, IT, etc.)
- possibility to invite external speakers/lecturers/lecturers
- Room rentals

In addition to the membership fee, the community of interest has the right to accept donations from private institutions or industry to finance its activities. Any kind of grant must guarantee the scientific independence of the Association and the SSICM ("unrestricted grant"). In case



of extraordinary costs, i.e. if its financial capacities are overwritten, the approval of the board of the SSICM is required. The cash of the CI is kept with a separate sub-account in the SSICM accounts. The cash box is kept by the treasurer of the community of Interest in accordance with the decisions of the board of the community of interest.

The treasurer, who is appointed by the community of interest, together with the president, approves the cash management of the community of interest. For this purpose, the expense regulations of the SSICM (04.02.2014) can be consulted for application. The board of the SSICM receives a cash report within the same period as the annual report.

For reasons of solidarity among the SSICM communities of interest, an amount of up to 5% of the sponsorship acquired by the community of interest may be retained; this amount is paid into a solidarity fund to finance the activities of the various communities of interest.

The CI-PT prepares an annual budget, which is submitted to the SSICM's board of directors and requires approval.

### 9.Grants

The community of interest benefits primarily from grants provided by the SSICM for research projects.

### 10.Administrative support

The SSICM makes its administrative infrastructure available to the community of interest if it does not have sufficient resources for these tasks itself.

### 11.Networks and working tools

The SSICM makes its networks available to the community of interest. In particular, the use of infrastructures such as the SSICM's own databases for the collection of specific information in the area of interest is to be promoted.

October 2020

For the Community of interest *Physiotherapy* of the SSICM

Susanne Latscha, Secretary



This document is valid until the next annual meeting of the community of interest, at which time it will be subject to re-validation.

## 12. Annex

The Annex contains variable content related to the CI regulations. The present document was approved for consultation of the CI-PT and SSICM at the annual meeting in September 2020\* by the members.

\*Date: 17. September 2020

### 12.1 Board of directors and officials

#### **Board of directors**

Two physiotherapists per language region

- Q: Kathleen Grant, David Thévoz
- I: Giuseppe De Pasquale, Michèle Jaccard, St.v. Patrizia Maggi
- D: Franziska Wüthrich, Susanne Latscha

One doctor per language region in a specialist advisory capacity and as an interdisciplinary contact person

- F: Lise Piquilloud MD
- I: vacant
- D: Patricia Fodor, MD, St.v. Denise Keller, MD

#### **Officials**

- President: Kathy Grant
- Vice president: Franziska Wüthrich
- Treasurer: David Thévoz
- Secretary: Susanne Latscha