

Minutes of Meeting – Rehabilitation Taskforce

Meeting Called by	Humanity& Inclusion
Day/ Date	Thursday 1 st October 2020
Type of Meeting	Rehabilitation Task Force
Facilitator	Reham Shaheen- HI
Venue	Remote meeting via Microsoft Office Teams
Agencies present	MoH PRU, PMRS, Al Salama Charitable Society, UNRWA, ALPC, ICRC, MSF OCP, MSFOCB, MAP-UK, Disability Working Group (DWG), WHO

20 minutes	Agenda item	Reham Shaheen- HI
Attachment:		
Discussion	Update on the progress of action points from the last meeting	
<ul style="list-style-type: none"> ☐ All the action points of the last meeting were reviewed and achieved completely; ☐ Feedback of the members who couldn't participate in the previous meeting was included in the finalization of the ToR, ☐ A shared folder on google drive was created, MoM, AP, protocols and other resources were uploaded on the folder. All the members got the access to the folder, ☐ GCMHP shared the fact sheet developed by their organization on the Fact Sheet on the Mental Health Situation of the People Affected in the Great March of Return, May – December 2018 ☐ MoH PRH shared with RTFC the available version of PT management protocol for LR issues and following its finalization with Emily, ☐ The minimum Technical Standards and recommendation for Rehabilitation Guideline developed by HI was uploaded on the Google Drive folder, ☐ RTFC got the access to the 4Ws matrix and HC work space, awaiting the confirmation about the hosting of the storage on the HC website. ☐ Feedback of PMRS was followed with the WHO IT specialist on PAT, and questions of the member were answered by RPTO-WHO. ☐ The members agreed collectively that the are not interested to use PAT to as a tool to minimize the duplication of service after their experience in the testing period and recommended to depend on the database of the LRU as a source of information and upgrade it with the information needed in the rehab intervention. 		
Action items	Person/organization responsible	Deadline
<ul style="list-style-type: none"> ● RPT-WHO to follow the progress in developing the LR database and 	Reham Shaheen-HI RPTO-WHO	31/10/2020

<p>present it to the TF members once finalized and launched,</p> <ul style="list-style-type: none"> ● RPTO-WHO to check the contact list of the TWG to ensure that TF members are included in the contact list, ● RPTO-WHO to confirm about the possibility of HC to host the storage of TF on the HC website. 		
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15 minutes	Agenda item	Reham Shaheen- HI
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Attachment:

Discussion	Agree on the final version of the RTF Terms of Reference and Action Plan
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- Feedback of the members was incorporated in the document and shared with HC coordinator for final validation and endorsement.
- HC coordinator confirmed that TF ToR is in line with HC objectives,
- PMRS shared feedback after the deadline, will be discussed in bi lateral meeting to review the comments and agree on the final draft.
- AP reviewed, validated and approved by the members.

Action items	Person/organization responsible	Deadline
- Conduct a bi lateral meeting with PMRS to review the comments on the ToR and agree on the final draft.	Reham Shaheen- HI	10/10/2020

15 minutes	Agenda item	Reham Shaheen- HI
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Attachment: Mapping Tool for the Existing Rehabilitation Protocols for Trauma Care

Discussion	Presentation of the mapping tool of the existing protocols and guidelines of Trauma Rehabilitation Care
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- The first draft of the mapping tool for the existing rehab protocols was reviewed with the members and feedback will be considered in finalizing the tool.
- The purpose of the tool is to collect as much as possible information about the existing protocols used by rehab actors or others under development, to be analyzed by the scientific committee and identify the gaps and priorities of intervention.
- Results of mapping will be presented for the members in the coming meeting to agree on the gaps and priorities.

<ul style="list-style-type: none"> Members recommended to translate the rehab protocols once finalized. 		
Action items	Person/organization responsible	Deadline
<ul style="list-style-type: none"> Share the mapping tool with the members to collect data about the existing protocols. To remove the guideline of PT management of adults with LL amputation from the google drive of RTF till the final version validated by the responsible committee. ICRC to follow with MoH PRU and the committee the finalization of PT management protocols for LL amputation. To upload on the Google Drive folder the clinical handbook of “Early Rehabilitation in Conflicts and Disaster” developed by HI with contribution of other agencies. 	Reham Shaheen-HI ICRC	31/10/2020

20 minutes	Agenda item	Reham Shaheen- HI
Attachment:		
Discussion	Self- nomination of the scientific committee members to follow and analyze the existing rehabilitation protocols and guidelines	
<ul style="list-style-type: none"> The scientific committee role was explained to the members which includes the following tasks/ responsibilities: <ul style="list-style-type: none"> ✓ <u>The participation in the committee in a voluntary work</u> ✓ To be responsible about the analysis of the available protocols to identify the gaps and needs and then to agree on the priorities with the TF members, ✓ To participate in updating/ developing/ contextualizing the existing protocols to standardize the rehab intervention, ✓ To monitor the implementation/ testing phase of the protocols and update it based on the feedback. To participate in developing the capacity building plans for rehab professionals, the training materials and contribute to the training delivery according to the field of expertise, 		

- ✓ Members will require to meet from time to time to achieve the above-mentioned tasks.

- Competencies/ Profile of the members:
 - ✓ Has rehabilitation background,
 - ✓ Experience in developing protocols and capacity building programs,
 - ✓ Interested and willing to contribute to improving the quality of rehab intervention in Gaza
 - ✓ Available for voluntary work.
- The initial nomination for the members was as follows:
 - Dr. Alia Al Qeshawi- MoH PRU
 - Rana Al Mazaini- WHO
 - Hussam Al Sheikh- NSR
 - Dr Soa’ad Ghabn & Adan Nasr- Academics from Al Azhar University- TBC
 - Expatriate in MSK- MAP UK (TCBC)
 - MSF-OCP- The candidate to be confirmed.

Action items	Person/organization responsible	Deadline
<ul style="list-style-type: none"> ● To follow the nomination of the scientific committee (SC) members. ● MAP UK and MSFOCP to confirm their candidates for the SC. ● RTFC to meet the committee to clarify their roles and agree on the action plan. 	Reham Shaheen-HI	
10 minutes	Agenda item	Reham Shaheen- HI
Attachment:		N/A
Discussion	AoB and date of the next meeting	
<ul style="list-style-type: none"> ● Availability of Silicone Gel for Scar management at HI partner’s emergency stocks in the five governorates with expiry date of Jan 2021 - Referral from the members is welcomed to be shared with HI Emergency preparedness and Construction project team. ● The coming meeting is planned on Thursday 5/11/2020 using Microsoft OfficeTeam’s, in case the situation didn’t allow the face to face meetings. Agenda will be shared 1 week before the meeting. 		
Action items	Person/organization responsible	Deadline

<ul style="list-style-type: none">● Members to share list of beneficiaries in need for the silicone gel to RTFC to be shared with the project team.● Share the MoM● Share he agenda of the coming meeting	Reham Shaheen-HI	
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For further information, please contact:

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