EMTC GENERAL ASSEMBLY
Saturday 28th May 2011
09:30-18:00 at Benedikthaus, Vienna

Apologies: Spain, Estonia, Lithuania, Iceland.
Absent: Portugal, Greece

09:30-10:15 WELCOME AND OPENING
Hanne Mette Ridder (President) welcomed all to the meeting.

She informed the meeting that there was a personal message from Monica Nocker-Ribeaupierre, who has sent a special welcome to everyone present.

This GA has been called together with good organisation and the agenda was sent out in good time. There are enough members here to be quorate to vote. Those countries who were not present had the ability to give their authority to other members present for a proxy vote. None of the countries who were absent had given this authority to anyone else in the group, and therefore were not able to vote. It was noted by Adrienne Lerner (Vice President/Secretary General) that it is extremely important for all members to respond in good time to emails and communication about the GA and the organisation.

ACTION APPROVED: It was approved that Tessa Watson (UK Country Representative) would take the minutes.

APPROVAL OF MINUTES
Gerben Roefs (Netherlands Country Representative) asked for clarification of the term CPD. This was explained.

ACTION APPROVED: The minutes of last year were duly approved.

PRESIDENT'S REPORT
Hanne Mette Ridder then presented the president's report and gave detail of each of the following areas.

Getting started, including
- core board teamwork
- newsletters
- registering EMTC as an Association Internationale Sans But Lucrative, AISBL (an international non-profit association)
- working on finances (complications due to the death of the previous accountant)
- gaining the official stamp of approval from 'Le Moniteur Belge'
- Approval of change of domicile to: Fiscamar CVBA, Kleinendries 48, 1861 Meise, B.

ACTION APPROVED: The G.A. voted this change of address

Exchange, including
- Developing a democratic process to enable communication, sharing, networking, discussion and decision making between countries. The GA is particularly important for this process.
- Website. It was noted that Pieter van den Berk (Webmaster) is severely ill. He is able to update some small details but the core team note that it is important to work on this.
- Sharepoint – this includes all minutes, a country page where information can be added, and a discussion forum (the codes for Sharepoint were passed around the meeting). The Sharepoint has not been used, except for a few country delegates, but it was agreed to continue with the Sharepoint and make use of this resource and good possibility for exchange.

Organisation

- The board is discussing the geographical division of countries and is considering whether there are better options to manage workload. Some countries that now belong to the Middle Region, will be moved to the South Region.

EMTR

- EMTR – Since June 2010, the application form has been uploaded to the website with detailed information.

Member associations

- There are 26 member countries (but currently no contact from Portugal), with 30 member associations (5 pending), representing 4268 music therapists.
- Israel has withdrawn from their role of observer.
- Since the GA in 2010 there are new representatives for the following countries; Belgium, Denmark, France, Germany, Hungary, Italy and the UK.
- The deadline for sending in application for hosting the next GA is June the 20th 2011. There will be online voting for this, from 22-24th June. Hanne Mette Ridder gave some more detail about what hosting a meeting involves (these details will be sent out again).

Ethics training and research

- Ethics, professionalism, training and continuing training are all part of this area.

ACTION APPROVED: The Presidential report was approved

FINANCIAL REPORT (2010 + BUDGET 2011)
The EMTC Treasurer, Ferdinando Suvini gave the financial report. The Treasurer presented the balance for 2010 and the budget estimate for 2011. This report has already been circulated to members.

The Treasurer noted that the core board had appointed a new accountant; Mr Martien. The core board has decided to cancel the core board fixed cost. The balance will from now on be send out to every country representative with the agenda before the GA. The Treasurer noted that countries with small memberships were able to pay cash at the GA. He has had no contact regarding dues from Greece or Portugal. The Treasurer gave a breakdown of each country's members fee, and of core board meeting expenses. The credit for 2011 is euro 4,400.00 and the debit is euro 2,930.00. The Treasurer noted that there are 2 bank accounts for the EMTC in order to maximise the most interest.
The treasurer presented a provisional budget for 2011.

ACTION APPROVED: Once questions were answered, the Financial Report was approved.

REPORT FROM REGIONAL CO-ORDINATORS
There were brief reports from the region co-ordinators.
South Europe Stephano Navone *(*Italy Country Representative) reported he had not received any communication from Portugal or Greece, despite attempts to contact them. Spain said they had not received any emails from the EMTC. Stefano is working towards the development of greater contact and discussion with the countries in the Southern European area.

Middle Europe. Heidi Fausch (Switzerland Country Representative) reported her area is interested in hosting a GA, however there may be financial difficulties. She requested that the GA consider whether additional funds could be provided from each country in order to facilitate this, and reminded those present that there are some benefits relating to lower costs in visiting these countries (such as lower flight and accommodation costs).

Northern Europe. Kerstin Dyblie Erdal (Norway Country Representative) reported that all is going well in Northern Europe. An update on the Oslo Conference will be given later in the meeting.

EMTR COMMISSION (Ilse Wolfram)
This European Music Therapy Register exists to register individual music therapists. However, no therapists have yet applied to be registered. All aspects of the registration procedure were discussed at previous core boards, and for a provisional period Ilse Wolfram acted as administrator for the registration process. A special email address was installed on the website (EMTR@EMTC.eu.com), but despite these thorough preparations there has been no incoming mail or applications. Some issues in the standards for registration were discussed, for example that the stated requirements for supervision may not match those required by the different countries. At the EMTR meeting yesterday this topic was discussed and decisions were made regarding how to proceed. Three actions were agreed:

- To action a proposal made by Hanne Mette Ridder that GA country representatives should provide information about this issue (number of supervision hours (group and individual) in training courses, number of supervision hours normally expected by trained music therapist during one year) in order to gain more detailed information.
- That information about the registration and a clear explanation of the registration procedure is written as a small hand out folder (and added to the EMTC website) in order for country representatives to use this to communicate about the EMTR within their areas. The core board will action this.
- That the first 10 applications will have a half price registration fee.

10:45-12:00 BRIEF COUNTRY NEWS
The following countries gave a brief report on the significant current issues for music therapy in their country; Italy, Bulgaria, Latvia, Poland, Sweden, Norway, Finland, Belgium, Serbia, Austria, UK, Germany, Luxemburg, Denmark, France, Netherlands, Slovenia, Hungary, Switzerland.

APPROVED ACTION: Please send the report you have presented today to Adrienne Lerner, if this is not already done.

12:15-13:00 PRESENTATIONS ON ACTIVITIES

Hosting a GA organisation and financial information (Elena Fitzthum, Austrian Country Representative)
Elena gave some detail about hosting a GA. She distributed a document that gave details of the costs of the GA in Vienna. She asked those present to note the following:

- A committee of at least 4 people is necessary to organise the GA; *it is organised completely by the host country*. The increase in working groups has meant that accommodation is required for additional nights for some members.
- Parallel to the GA, the country organises a symposium. This symposium allows for income generation in order to cover the costs of the GA.
- Elena noted that if it is possible to find rooms for the symposium that can be used for no cost (eg a University or other organisation), this can considerably save costs. She advised considering the location of the GA; if it is in the countryside it is likely to be cheaper, however being near a popular city can draw more people and may be easier for travelling.
- It is traditional that presenters give their services for nothing.
- Elena also noted that this event allows Music Therapy to be promoted within the host country which can develop the profession. Ilse Wolfram added that an event such as this can also allow for a press conference and to promote music therapy in the media, and to involve politicians etc.
- Questions: it was asked if the GA always has to be at this time of the year. Hanne Mette Ridder stated that it is usually in late Spring but that there can be some adjustment to take into account the circumstances of the host country.

The Oslo 2013 conference (Kerstin Dyblie Erdal, Norway Country Representative)
The 2013 conference will be in Oslo in August. Oslo was awarded the conference in 2009/2010. A meeting was held with the EMTC in 2010 to discuss guidance for the conference. The President for the conference is Brynjulf Stige, the Head of the Scientific Committee is Gro Trondalen, and the Managing Director is

Kristian Ulyses Andaur. The organising committee and scientific committees will be established in 2011. The location will be at the Norwegian Academy of Music (www.nmh.no). Tasks for the organising committee in 2011 are to develop the website, set a theme, locate support/sponsors and begin to advertise the conference.

Issues discussed:

- Kerstin asked when the first call for papers should be posted, and it was decided that spring 2012 was appropriate.
- The issue of reduced prices for some countries was discussed. Kerstin asked for which countries this should apply? Esa Ala Rouna (Finland Country Representative) reported that some other countries look at the average income of different countries and use this to decide a sliding scale. It was also debated whether Music Therapists who are unemployed should receive a discount, however it was felt that this would be too complicated to administer.
- It was suggested that this conference could allocate points for Continuing Professional Development in order to allow Music Therapists to submit their attendance as CPD. Hanne Mette Ridder (President) suggested that this could usefully be expressed in terms of ECTS points (a conference is usually 2 points). However it was noted that some countries will not accept overseas points.
- Kerstin reported that she is hoping that the conference will be able to find European funding and would be grateful for any suggestions or help in searching for this. Gerben Roefs (Netherlands Country Representative) suggested contacting the Spanish committee who organised Cadiz to ask how they went about this.

Recognition of Music Therapy in Finland (Esa Ala Rouna, Finland Country Representative)

- There are 500 therapists practising in Finland, using eclectic approaches. A large part of this work is conducted in private practice. There are relatively few positions in statutory services (50/60 therapists). Therapists work flexibly in inpatient and outpatient settings. There are currently 3 training programmes (MA in Jyvaskyla, BA in Tampere and Jyvaskyla). All these programmes are equal in content and length, and the leaders of the training programmes meet together.
- A recent reform of the law (Social Insurance Institution of Finland (KELA)) means that in the area of rehabilitative psychotherapy it may be more possible for people between 16-25 years old to access Music Therapy.
- Finland is very research active, including a recent article in the British Journal of Psychiatry (April 2011). There are 2 RECT projects at Jyvaskyla (one into depression and one in post-stroke recovery).
- There is great change in the Finnish Society for Music Therapy (the Society is 'turning every rock on the path'). Two lawyers are looking at juridical problems (for the Music Therapist, the therapist and the authorities), and at value added tax related issues in private practice. The main goal is for Music Therapists to be recognised as health care professionals, using evidence based practice ('current care guidelines').
- In Finland the Society has chosen to pursue their path as Music Therapists rather than being part of Psychotherapy, in order to accommodate the breadth of clinical practice.
- It was noted that only 3 European countries – UK, Austria and Latvia – have government recognition of the profession of Music Therapy.
- The 7th Nordic Music Therapy Congress is in 2012 from 13-16th June, entitled 'Music Therapy Models, Methods and Techniques'. The call for papers will be announced soon.
- Esa agreed to post his powerpoint on sharepoint.

Eastern European Working Group (Ranka Radulowic, Serbia Country Representative)

- This group was established in 2010 for a period of 2010-2013. These groups make up 32% of the EMTC.
- Membership is voluntary
- The aims are as follows: to define the specific needs and priorities of these countries; to build relationships; to establish a more appropriate balance between new countries and founder members in the EMTC; to establish contacts and to provide assistance for the development of Music Therapy in these countries.

- The first task has been to identify expectations and areas of development. Actions and tasks have been established.
- Some priorities were identified as; Printing works and books, national web presentations, ethical code, international educational exchange and an increase in membership. Many of these tasks are still in progress.

Eleanor Shmutsz was welcomed to the meeting at 14:00, as an observing member. Eleanor is one of the team organising a congress in the Czech Republic later in the year and has come to observe and learn from this Assembly.

14:00-15:00 THE EMTC WEBSITE

Status of the current website
Hanne Mette Ridder gave an update regarding the website. Pieter van der Berk has done a lot of work on the website, however he is unwell at the moment and cannot regularly update the site. Pieter has been using 'frontpage' to work on the website.

New perspectives and possibilities
Adrienne Lerner reported that webpage advisor (Philippe Lecoq Tel: 0033 663 134420, 00330134485530, and skype p.lococq) has told her that the website is very thoroughly set up. He has so far worked on the site for no fee, and most of the information has been transferred to the new site. The information does, however need updating. The test website address is www.emtc.united-crea.fr/
Hanne Mette Ridder requested that ideas about the website (style, content etc) be brought to the EMTC now, whilst the site is under development. After the site is established it will be too late to make changes.

Group discussion regarding the website
The following suggestions were made regarding the website:

- Soren Hald (Denmark Country Representative) and Kerstin Dyblie Erdal (Norway Country Representative) offered to be Webmasters
- The phrase 'European music therapy Conferedation should be put on the front page in order to make it clear what the site is about
- Working groups should be accessible from the front page (with a log-in)
- Sharepoint (or a similar forum) should have a log-in button on the front page (only accessible to members)
- Links and information about conferences and events across Europe should be more prominent on the front page on the site
- A clear definition of what Music Therapy is should be added prominently
- A template for the Country Information should be developed (confusion was noted around the country reports that are submitted to Sharepoint and the Country Information that are available on the main website).
- FAQ (frequently asked questions) should be provided on the website.

ACTION APPROVED: All those present agreed to learn how to use the CMS system to update Country Information relating to their country.

Group discussion regarding the target group for the website
There was a lively debate, within the whole group, about the target group for the website. The question raised and discussed was whether the website should be only for professionals (practicing music therapists, students and members of each European country association) or for a wider group such as, professionals from other disciplines, service users, politicians and press/media.
It was agreed that the website should give a broad range of information from a European perspective.

Marketa Gerlichova from the Czech Republic was welcomed to the meeting at 14:45.

15:00-15:30 WORKING AND DISCUSSION GROUPS

Front page

- This working group looked at various websites (eg CNN) and considered the different target groups. The group suggested that a working group should be put together to work further on this topic

Suggestions for the front page included the following;

- The first text should be a strapline giving information about the role of the EMTC
- Map of Europe, including pictures from different countries, this clicks through to country information
- Different excerpts of music from different countries
- FAQs
- A search field
- Members' log in, which would include a discussion forum
- Buttons should include EMTC (definition), statutes/bylaws/official documents, EMTC register, EMTC conference, training courses, how to become a member, archive, ethical code
- Donations/sponsor requests?

Country reports/information

- It was clarified that country reports are loaded onto Sharepoint *only* (eg are not shared with the public). These are the reports that were spoken at the GA today. Country information is on the main website and can be accessed by anyone. These have a structure (developed by Julie Sutton, previous country representative) but it is not clear if the structure was ever circulated. The working group discussed the following structure for country information;
- Music therapy today – tomorrow (the context, history/news for music therapy in your country, to include therapy models). The historical content could link to the archive section of the main website
- Member organisations/associations (details and webpage)
- Training programmes
- Publications
- Research
- Delegate contact details (including picture if possible)
- All these sections should include weblinks where possible
- This working group asked the large group if a frame/template would be useful in order to standardise this information and to limit word count
- Soren Hald will ask Philippe if he can provide access for country delegates to update their country information.

Archive

The archive group discussed what could go in the EMTC archive. Suggestions include:

- Historical documents, including detail of pioneers, pioneer biographies
- Legislation documents
- Related documents (eg psychotherapy legislation, related professions)
- EMTC newsletters
- Bibliography (could link to Lars Ole Bonde's database, Archiv Flugsburg of Emil Pfeiffer, research)
- Resources (such as films/CDs)
- The importance of this information being included was agreed by all present, not only to document our music therapy heritage and history but also to prevent plagiarism.
- It was discussed that it may be useful to have a public archive and a members' archive
- Elena Fitzthum offered to collate this archive.
- Those present felt that this archive should be separated by country.
- There was a debate about whether this information should be called 'archive' or should be labelled with a more exciting or current word (history and heritage were suggested).

FAQs

The following questions were put together by the F-group:

- What is music therapy?
- What is EMTC?
- Who can benefit from music therapy?
- Where can I find a music therapist in my country?

- What qualification is needed for practicing music therapy? (what professional standards must a music therapist fulfil?)
- How can I become a music therapist?
- Where can I find literature and information about music therapy?
- How is music used in music therapy?
- Are specific types of music recommended for specific problems?
- Is music therapy a form of psychotherapy?
- Is music therapy practiced worldwide?
- Does health insurance cover the costs of music therapy?
- What do music therapists do?
- Where do music therapists work?
- Is there research to support music therapy?
- What is a typical music therapy session like?

Conversation with website designer
A skype meeting has been arranged at 14:00 on Monday 30/05/11 between Soren Hald and Philippe. Soren will be the administrator for the website.

ACTION APPROVED: For working group leaders to send the information generated in their groups to Soren Hald (Denmark Country Representative) by noon Monday 30/05/11.

16:30-17:30 REGIONAL MEETINGS
The regional meetings took place.

17:30-18:00 REGIONAL REPORTS
North Europe - Kerstin Dyblie Erdal (Norway Country Representative) led this group.
Financial assistance for some countries when they are organising a GA

- This topic was discussed. Some European members have reported that they would like to host a GA but would find it hard to fund the event. Some of the extra costs are related to the EMTR meeting (1 night extra accommodation for approximately 3 extra people).

The group discussed the following points;

- that a business plan/budget plan would need to be submitted from the country, showing all costs, and how much deficit they anticipate and why this is the case
- that perhaps more than one country could join together to organise a GA
- that each country could to ask their association whether they would be prepared to contribute more to subsidise particular countries, and that this could be difficult, and that countries could perhaps approach individual countries for assistance
- the group submits an alternative suggestion, as follows. That EMTC could increase membership fees (which have not increased for several years) and then allocate some of their funds for the specific purpose of helping finance GAs for less affluent countries. This would mean that the EMTC core board could make a decision about allocating the money, and if it was not spent, it could be kept in the savings account to earn interest.

Regulation in Northern Europe

- 2 countries in this group (Latvia and UK) have government regulation. The group discussed this topic.
- In Sweden last year there was a survey about complementary medicine, and it was suggested that this could be regulated by the consumer regulation authority. However, the consumer authority has rejected this idea, suggesting it should be regulated by health (but it is not clear which organisation). The Swedish professional association is working on these regulations in order to submit them to the appropriate organisation.
- In Latvia Music Therapy is registered within the category of Medical Technology (also with Physiotherapy, S&LT etc).
- In Finland the body is VALVIRA (National Supervisory Authority for Welfare and Health). There are 2 groups; legislated/licensed professionals (Medics etc), and registered/protected occupational

titles (podiatrist, masseur, psychotherapist etc). The training of the first group is regulated. This situation is similar in Norway and Denmark.
- In the UK approximately 17 health professions that are regulated by the Health Professions Council. Music Therapy has been regulated for many years (with Art Therapy and Drama therapy. Dance Movement Therapy are in the process of becoming regulated). The HPC approves and monitors training courses, and also health professionals (through an audited programme of CPD; audited every 2 years, through a percentage of profiles).

Configuration of Northern Europe group
- Kerstin Dyblie Erdal asked if the group was happy with the make-up of this group, and those present stated that they were happy with this.

Middle Europe – Heidi (Swizerland Country Representative) led this group.
- This group also suggested a central fund for assisting countries to hold GAs. However it was suggested that in order to help fund the next GA in Sofia, countries might donate some extra money. Within this group it was thought that approximately 500 euros might be found; however professional associations would need to be asked about this. An additional idea was to ask country members to pay for their own accommodation for the next GA.
- There was a suggestion that the EMTR fee might be related to GNP (eg a sliding scale according to gross national product) to make it a fair amount. Hanne Mette Ridder reported that the EMTR commission had discussed this and it may be more appropriate to relate it to national wage. The commission will search for an official scale and work on this.
- Changing the regions was discussed. This has also been discussed within the core board and a proposal will be made for next year.

Regarding the proposal about a fund for supporting future GAs, Hanne Mette Ridder stated that the core board will research the regulations around keeping money for supporting GAs. There was some debate about whether this fund should be for Eastern European countries only, but some present felt that as the European economic climate is under change it should be open to all countries. This fund will be for next year.

ACTION APPROVED: There will be a new date for applications for the next GA, the 20th June.
All to ask their country associations if they will consider extra funding should there be a deficit for the GA next year.

Sunday 29th May 2011

09:00-09:30 PLENARY DISCUSSION – DEFINITION OF COUNTRY REPRESENTATIVES AND CRITERIA FOR COUNTRY REPRESENTATIVES

Country representatives - criteria for role
There was a long and thoughtful debate about the necessary criteria for country representatives. Some points that were considered were;
- Clear criteria was felt to be important even though the professional association will choose their own representative, as this will assist both members of associations, and the associations themselves to judge who will be the most effective representative.
- Should a delegate be on the EMTR – this was discussed. Ranka Radulowic argued that membership of EMTR should be one of the criteria for the role, partly because this would allow pioneers from some countries to show their status without having a formal training. However others felt that asking representatives to join a Register with a fee was not appropriate as costs may be difficult in any case.
- After discussion, this idea was rejected.

The following guidelines were agreed.
All country representatives should be/have:

- A trained Music Therapist (an exception may be made in countries where there is no training yet established)
- Live and work in their home country
- Submit their CV (curriculum vitae)

It is recommended that country representatives should be/have:

- 5 years clinical experience
- Strong command of the English language
- A good understanding of the history and current use of Music Therapy in their home country
- Representatives should consider membership of EMTR in future years

ACTION APPROVED: The core board to circulate documents relating to this matter in good time, prior to the next GA. To agenda this item for the next GA.

Country representatives' job description
There is a definition of country representatives that has been prepared by the Middle Europe Region. This definition was briefly discussed.

09:30-10:30 WORKING GROUPS
There was a brief description of the different working groups, which then met separately.
Data protection – this group has completed its work.

Website working group – this new group was established yesterday, with Soren Hald (Denmark Country Representative) and Kerstin Dyblie Erdal (Norway Country Representative) as key members. Soren invited any other interested representatives to contact him if they are interested in becoming more involved in this group.

Research – Wita Szulc (Poland Country Representative), Marketa Gerlichova (Czech Republic Country Representative), Esa Ala Ruona (Finland Country Representative), Stefano Navone (Italy Country Representative), and Hanne Mette Ridder (President).
ACTION: Soren asked if there are any websites or links that give information about research, please let him know so that these can be included on the EMTC webpage.

Oslo Conference 2013 – Elena Fitzthum (Austria Country Representative), Rut Wallius (Sweden Country Representative), Nicola Duperret (France Country Representative), Ferdinando Suvini (EMTC Treasurer) and Adrienne Lerner (Vice-President).
Adrienne has done some work on this already, a powerpoint presentation has been made.
This group reported that they intend to apply for a keynote presentation at Oslo to include a short history of the EMTC, the development of EMTC and to draw parallels to other national developments. They will ask national associations for the 5 most important events and draw up a table to show these. Elena will develop ideas about how to analyse this information. They will also ask for information about pioneers. Plans for the future, EMTR, CPD and ethics will also be included. All this information will also be of benefit for the website. It is hoped that this presentation will also engage the delegates in an interactive process (as the audience will be part of EMTC). It may also be possible to arrange an informal meeting for the Presidents/Chairs for the national associations who are present at the conference. These ideas were enthusiastically received by the meeting.
ACTION: Rut asked if each of the working groups could provide a short report to be contributed to the next GA, and this can be included in the Oslo presentation. She also asked that pictures (current, or of past EMTC events) should be sent to her email address in order to build a pictorial history of the EMTC.

East European Working Group - Ranka Radulowic (Serbia Country Representative) is leading this group, with Lillia Ahratarova (Bulgarian Country Representative), Gerben Roefs (Netherlands Country Representative), Sela Loti Knoll (Slovenian Country Representative), Anna Fekete (Hungary Country Representative) and Mirdza Paipare (Latvia Country Representative)

This group reported that they are planning to have communication every 3 months. They will seek European funds for this working group and EMTC. They will continue to work on the development table/database. The working group would also like to propose a East European conference after the next European Congress (in 2014).

Continuing Education (CPD) working group – Heidi Fausch (European Regional Co-ordinator) is leading this group, working with Freya Drossaert (Belgium Country Representative), Melanie Voigt (Germany Country Representative) and Tessa Watson (UK Country Representative).

- EMTR has asked every member to renew their membership after 5 years. In order to renew membership EMTR members have to show that they have continued to develop their practice. This working group is tasked to develop a CPD scheme for EMTR.
- It was discussed that each European country will inevitably have different standards and requirements for registration and for continuing registration. For example, in Switzerland there is a requirement to complete 20 CPD hours every year, with at least 10 hours supervision. In Belgium there is currently no system. In Germany, it is different according to different associations. In Latvia it is 30 hours for lifelong learning and 30 hours for supervision. In the UK there is a regulated system (see below).
- In the UK, CPD is regulated by the Health Professions Council, it is a requirement for continuing registration that Music Therapists complete the scheme which is audited every 2 years. There are 5 standards, as follows:
    1) To keep a continuous log/list of CPD
    2) To show that it the therapists has undertaken a variety of CPD (eg conferences, reading, supervision, experiential learning, music making)
    3) To show how it has had an impact on their working practice
    4) To show how it has had an impact on their service users (clients, students, staff)
    5) To provide evidence for standards 2, 3 and 4
- It was suggested that the starting point might be to collect different CPD systems from different countries and to see what is realistic in terms of developing a scheme for EMTR.
- **Action: Tessa to send an email to the group with these working group minutes, and also to remind them to send their country's CPD information (and to copy to the whole group into any email they send).**
- **All in the group agreed to work with Heidi on a brief questionnaire (including some examples) to be sent to all country representatives to collect information – for October, to be completed and returned by the end of 2011. Then a plan can be made about how to proceed.**

11:30-12:00 EVALUATION OF GA BY DELEGATES

Elena Fitzthum asked the meeting to think about how to make contact with the Country Representative in Portugal, who has not been in contact for some time. Adrienne Lerner has tried to contact her by phone and email but has not had a response. It was suggested that it might be possible to contact her by letter.

ACTION: A vote of thanks was made to the organising committee (in particular Elena and Monika) for such a wonderful experience in Vienna, to the core board for their hard work, and to Tessa for taking the minutes.