



# ICF FACILITATOR TRAINING COURSE

~~1-2~~ 8-9 NOVEMBER 2018; 25 JANUARY 2019 & 5 MARCH 2019  
PRETORIA, SOUTH AFRICA

This Facilitator the Trainers course on the International Classification of Functioning, Disability and Health (ICF) is presented by ICanFunction Health Solutions in collaboration with the Dutch and South African Collaborating Centres of the WHO Family of International Classifications (WHO-FIC).

This course was developed to meet the increasing need for information and education on ICF, especially its application in practice, education and research. The training is aimed at a broad audience with special attention to the care sector. To ensure that the course connects to your context and practice, it will be customised after prior consultation with those who register for the course. The course is based on the expertise of seasoned ICF practitioners, taking in consideration your local context.

The course takes four months to complete all the assignments, with emphasis on the completion of the final assignment. For this assignment you have to apply the ICF in your practice.

The course material consists of a study guide and online resource materials. It also includes one face-to-face group meeting, two full-day video conferencing sessions and online contact with the lecturers.

The course ends with a presentation of your final assignment on the last day via Zoom video conferencing. You will receive a certificate, issued by the Dutch WHO-FIC Collaborating Centre after a satisfactory completion of the course.

## GOAL

Upon conclusion of the course, you will be able to demonstrate the competencies needed to train learners the knowledge, skills and attitudes to apply ICF in their context:

- To familiarize them with the language, structure and thinking behind ICF,
- To provide them an introduction, description and practical application of ICF,
- To promote ICF as common language between all professions.

## SPECIFIC AIMS OF THE COURSE

- To deepen the knowledge and insight into ICF
- To solidify the underlying principles and content of ICF
- To know the possibilities and limitations of the ICF's application in practice
- To demonstrate the ability to transfer the gained knowledge and insight in your own area of expertise
- Internal alignment of assignments

## LEARNING OUTCOMES

You must be able to apply ICF in your own practice, be it a teaching, clinical or research setting.

## METHODS OF LEARNING

We employ meaning- and application-oriented learning in this course. This means you discover ICF by learning through face-to-face discussions, reading, compiling assignments, making sense by reflecting, learning by presenting to others and by making informed decisions in practice. The assignments focus on acquiring knowledge, understanding, implementation, analysis, synthesis, and evaluation.

**The ways how we are going to facilitate your learning is through:**

- Individual assignments: Reading and analysing texts, working out cases and preparing presentations,
- Short lectures or discussions (30-40 min.): Aimed at broadening your knowledge and understanding of ICF or to provide information and feedback on assignments,
- Group assignments: Working in small groups exploring main concepts, fostering relationships, analysing, reflecting, and drawing conclusions for your own application in practice,
- Interacting and participating online

## LOGISTICS

**Face-to-face contact days:**

- ~~1 & 2~~ 8 & 9 November 2018: 09h00 – 17:00 (The course starts one week before the first face-to-face meeting with a preparatory assignment)

**Zoom video conferencing days:**

- 25 January 2019: 09h00 – 16h00
- 5 March 2019: 09h00 – 16h00

**Time to be spent on course:**

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| • Contact Day 1 & 2 (Face-to-face)        | 16 hours   |
| • Contact Day 3 (Zoom video conferencing) | 6 hours  |
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| • Assignments                             | 24 hours   |
| • Additional reading                      | 12 hours   |
| • <b>Total time</b>                       | <b>56 hours</b> (Average 14h per month / 3.25h/wk) |

**Venue of face-to-face contact sessions:**

- South African Medical Research Council, Parow, Pretoria (to be confirmed)

**Cost (with minimum of 10 participants)**

- R6125 (incl ICF book, lunches and refreshments)

**CPD:**

- 30 (including 5 Ethics points) (to be confirmed)

## REGISTER BY 21 SEPTEMBER 2018:

Click here to register by 1 October 2018: <https://goo.gl/forms/uhmH0Cl6mSBgk2Zp1>. Once your registration is received, information will be sent how to pay for the course.

## TOPICS TO BE COVERED

The first day of the course starts with short introductory lectures with relevant information on the ICF, such as history, position within the WHO-FIC Family, purpose, structure, definitions and content, areas of application and implementation. Students are asked to reflect on their level of knowledge on ICF in all the application areas.

**The lectures are aligned with the assignments. After each lecture we work through the relevant assignment:**

- Assignment 1. You will assess and reflect on your level of ICF-knowledge. What did you know prior to the course and what did you learn that is new?
- Assignment 2. You will position yourself in the ICF-Framework on the Component level. The principle here is that, for understanding ICF, you need at least to be able to describe yourself in terms of ICF
- Assignment 3. In this basis exercise you will learn to classify terms and phrases within ICF-components, classes, and discuss why and how.
- Assignment 4. You will learn to analyse a use case and to classify by using the ICF book or browser. The focus is to gain insight regarding the structure of ICF and where you expect something to be in the structure?
- Assignment 5. Using ICF in an interdisciplinary setting. You will be using a pre-structured document and the use case from assignment 4. We will utilise a case example from Notwill on how to organise ICF data for interdisciplinary collaboration.
- Assignment 6. ICF implementations in research. You will determine how well ICF is represented/recognisable in existing questionnaires, such as Rand 36, WHO-DAS II, etc. We will discuss the criteria/choices to develop linkages to instruments and to develop ICF-based instruments. You will learn what makes 'something' ICF and to see the relation between the ICF and an instrument.
- Assignment 7. You will implement the ICF in your context, e.g. education, nursing, physiotherapy, or another profession. How can ICF be integrated into curricula and continual professional development and what are the consequences if it is done? Finding arguments that others use for implementation of ICF and discuss if these could be relevant for using them in your context.
- Assignment 8. Applying the ICF in your work situation. This is an assignment which starts at the beginning of the course and is used as a vehicle to implement everything that is learned during the course. The basic idea here is that if you know how to, you can also use this knowledge and skill in new situations. You will also see how others are doing it in their contexts, so you could learn about different subjects/topics and different approaches.

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**In collaboration with:**

