

# Osteopathic Development Group

## International collaboration project

### Project Initiation Document

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# **1 Introduction**

## **1.1 Purpose of this document**

The purpose of this document is to define the scope and approach for the Osteopathic Development Group (ODG) project – International collaboration.

# **2 Project definition**

## **2.1 Background**

The osteopathic profession is working in an increasingly global community for both practitioners and patients, providing more opportunities and opening up new networks/alliances that could usefully help to inform and develop UK osteopathic practice. While different organisations and individuals in the UK already have good international contacts and links, there is a need to bring together the wealth of information scattered across multiple international osteopathic networks and alliances to ensure maximum return and benefit to osteopathy in the UK.

## **2.2 Aim**

To develop stronger international links and alliances to ensure that the UK profession shares best practice in promotional, clinical, educational and research activities with the osteopathic community around the world.

## **2.3 Objectives**

The primary objective of this project is to ensure that the UK profession benefits from shared good practice in clinical, educational, research and regulatory activities from the osteopathic community around the world.

## **2.4 Critical Success Factors**

- Make most effective use of current networks/alliances
- Identify mechanisms to pool relevant information from the international osteopathic community (and the wider healthcare arena, where relevant) that could inform and improve the quality of UK osteopathic practice.

## **2.5 Scope**

This project will be confined to encouraging the sharing of contacts and information that will benefit UK osteopathy.

### **2.5.1 Out of scope**

This project does not aim to influence, set an agenda, or seek to infringe any member benefits that may exist in the organisations that may share information as part of this initiative.

## **2.6 Constraints and risks**

### **2.6.1 Constraints**

The primary constraint for this project is likely to be the willingness of individuals and organisations to pool knowledge, and the need to overcome sensitivities in this area.

### 2.6.2 Risks

See constraints above. Mitigation will be through improved cooperation and dialogue, and whether the project provides benefits to participants, raising their confidence in sharing information.

## 3 Project methodology

The main project phases are envisaged to be:

1. Agree terms of reference and project approach
2. Desk research to develop directory of key individuals/organisations
3. Desk research to identify sources of information/networks available
4. Launch survey questionnaire to key individuals/organisations asking for contact details, information about activity and details of countries involved
5. Evaluate responses
6. Hold open forum for those interested in international activities around the BOA convention/OIA meeting (and possible FORE meeting) in autumn 2014 to review survey findings and consider next steps.
7. Identify next steps, likely to include the development of an online portal/forum for sharing information and good practice that has a positive impact on UK osteopathic practice.

## 4 Business case

### 4.1 Rationale and strategic fit

To work in partnership with others to support practice that promotes and develops consistency in high professional standards and values, across the osteopathic profession worldwide.

### 4.2 Timescale

Complete initial survey work by Autumn 2014.

Next steps and timings to be clarified following Autumn 2014 meeting.

## 5 Project approach

### 5.1 High-level deliverables

Project phase	High level deliverables
1	Terms of reference
2	Output from 'desk' research
3	Output from survey
4	TBC but possible web portal

## 5.2 Project milestones

Deliverable	Phase	Milestone date
Agree ToR	1	Autumn 2013
Complete directory of key individuals/organisations	2	Winter 2014
Complete audit of sources of information/networks available	2	Winter 2014
Launch survey questionnaire	3	Spring 2014
Evaluate responses	3	Summer 2014
Identify next steps	4	Autumn 2014
Implementation phase	4	Late 2014/early 2015

## 5.3 Project plan

### 5.3.1 Phase 1 (Project refinement)

- Draw up and agree more detailed Terms of Reference and project approach with Project Board.

### 5.3.2 Phase 2 (Desk research)

- Draw up list of known overseas and international organisations
- With ODG members, identify known individuals engaged in international work
- Develop questionnaire for Phase 3

### 5.3.3 Phase 3 (Survey)

- Circulate survey to partner organisations and individuals
- Publicise survey more widely within osteopathic profession
- Collate and analyse responses

### 5.3.4 Phase 4 (Implementation)

- Organise meeting for interested parties at BOA convention
- Review survey responses and on-going collaborative mechanisms