

International Federation of Clinical Neurophysiology

Strategic Plan







Mission

To promote best practice in clinical neurophysiology through education and research throughout the world

Vision

To improve healthcare worldwide by understanding the nervous system and optimizing the diagnosis and treatment of its disorders through clinical neurophysiology

IFCN Strategic Plan – 2018

Education	Membership	Congress Management	Research	Journals	Organizational Efficiency
					
<i>To provide the best contemporary CNP education delivered in the most optimal format</i>	<i>To organize the CNP community to facilitate collaborative growth</i>	<i>To provide the best educational opportunities to the CNP community</i>	<i>To enhance clinical neurophysiology related research</i>	<i>To ensure that IFCN journals continue to enhance CNP research and education</i>	<i>To ensure the most effective management and financial structure for the IFCN</i>

Strategic Goals

1. Education

Goal – To provide the best contemporary CNP education delivered in the most optimal format

Objectives

- a. Plan ICCN
- b. Provide on-line CNP education
- c. Provide funding for fellowships to attend Congresses
- d. Develop international CNP training curriculum
- e. Publicize current educational programs (Visiting Professor, others)

2. Membership

Goal – To organize the CNP community to facilitate collaborative growth

Objectives

- a. Encourage formation of national CNP societies and membership in IFCN
- b. Organize and revitalize Special Interest Groups (SIGs)
- c. Investigate value of individual memberships

3. Congress management

Goal – To provide the best educational opportunities to the CNP community

Objectives

- a. Explore implications of ICCN being managed by IFCN
- b. Explore proper frequency of ICCN
- c. Explore possibility of regional or SIG related Congresses/workshops

4. Research

Goal – To enhance clinical neurophysiology related research

Objectives

- a. Continue to provide research scholarships
- b. Explore possibility of shorter term scholarships
- c. Improve publicity of scholarship programs

5. Journals

Goal – To ensure that IFCN journals continue to enhance CNP research and education

Objectives

- a. Continue to enhance CLINPH as premier CNP journal
- b. Increase review and research paper submissions to CN Practice
- c. Explore value of additional journals, publications

6. Organizational efficiency

Goal – To ensure the most effective management and financial structure for the IFCN

Objectives

- a. Ensure financial stability of IFCN
- b. Explore optimal association management structure

- c. Explore value of professional congress organization as part of AMC
- d. Enhance social media presence and electronic communications
- e. Consider other value-added features of membership
- f. Enhance communications with chapters and member societies

1. Education

Goal – To provide the best contemporary CNP education delivered in the most optimal format

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	Initiative	Lead/Partners	Success Metric	Actions
1	Planning of ICCN 2022	Lead: ANZAN Partner: IFCN		
2	Create on-line EEG teaching atlas	Lead: Aatif, Jonathan Partner: ILAE	Availability of on-line teaching tool in one year	Collaborate with ILAE to fund and create the on-line EEG teaching atlas
3	Utilize currently available on-line teaching tools	Lead: ExCo Partner: Other societies and individuals with on-line teaching tools	List at least 3 links to external teaching tools that provide free/low cost education	Find other on-line teaching tools in CNP and verify quality Seek permission to link to their teaching tool from IFCN website Promote the new educational offering
4	Develop IFCN webinars	Lead: ExCo Partners: Commercial to operationalize videos	At least 3 webinars by the end of the calendar year	Make webinars out of symposia presented at annual meeting (recording lectures) Seek permission to record session ahead of time
5	Provide travel fellowships for ICCN	Lead: ANZAN Partner: IFCN	Award a substantial number of travel fellowships	Need to wait until abstracts for ICCN2022 become available
6	Develop a curriculum for training in CNP	Lead: Jonathan, Aatif Partner: IFCN Chapters and national societies	Development of a multi-tier CNP training curriculum based on degree of specialization availability of diagnostic resources	Explore what current curricula in CNP are available in different parts of the world Create a mid-level and advanced curriculum based on duration of training and

				<p>sophistication of equipment</p> <p>Develop a process of certification of the curriculum (self-certification)</p>
7	Promote educational scholarships	Lead: ExCo Partner: Neurology and CNP societies in Africa and Asia	<p>All available educational scholarships are used by end of calendar year</p> <p>At least two VP programs are conducted each year</p>	<p>Advertise availability of educational scholarships, including with African Societies</p> <p>Advertise VP programs to societies</p>
8	Formalize Visiting Professor programs	Lead: ExCo	Policy for VP programs	<p>Determine if there are any restrictions to which societies can apply for VP programs</p> <p>Formalize who can be a VP</p> <p>Formalize the reimbursement structure for VP</p>
9	Develop new shorter educational scholarships	Lead: ExCo	Creation of new educational scholarships	<p>Develop criteria for short duration (2-4 week) educational scholarships</p> <p>Develop criteria for short duration (2-4 week) educational scholarships</p> <p>Develop a budget of such scholarships if viable</p>
10	Wikipedia surveillance	Lead: ExCo Partner: IT support	Review and update current entries in clinical neurophysiology (and other related questions)	Review all clinical neurophysiology related entries

2. Membership

Goal – To organize the CNP community to facilitate collaborative growth

Objectives

- a. Encourage formation of national CNP societies and membership in IFCN
- b. Organize and revitalize Special Interest Groups (SIGs)
- c. Investigate value of individual memberships

	Initiative	Lead/Partners	Success Metric	Actions
1	Support formation of new CNP societies in countries without them	Lead: ExCo	Addition of 3 new societies in this fiscal period	Continue to collaborate with Georgian Society to make them a member society Focus on increasing membership in the middle east and Africa
2	Formalize financial oversight relationship to chapters vis-à-vis annual contributions	Lead: Treasurer Partners: IFCN lawyer; CPA	Creation of formal oversight structure for chapters	Discuss financial oversight responsibilities with lawyer Based on legal advice, collaborate with CPA to set up financial oversight for Chapters
3	Better organize SIGs and create officers that can facilitate dialogue	Lead: ExCo	Formalize six SIGs that have clear plans for meetings during Congresses or separately	Review each SIG and decide on leadership Discuss with SIG leaders the objectives of the SIG Consider education efforts and other activities, such as separate mini Congresses for SIGs
4	Investigate individual membership in IFCN or the SIGs	Lead: ExCo	Formal recommendation of whether or not to add individual members	Discuss value of individual membership in IFCN or SIG Discuss what additional benefits would be available, cost Determine effect on parent societies

3. Congress management

Goal – To provide the best educational opportunities to the CNP community

Objectives

- a. Explore implications of ICCN being managed by IFCN
- b. Explore proper frequency of ICCN
- c. Explore possibility of regional or SIG related Congresses/workshops

	Initiative	Lead/Partners	Success Metric	Actions
1	Explore the financial, political, organizational and other implications of IFCN managing ICCN	Lead: ExCo Partner: AMC/PCO, IFCN Chapters	In two years create a business plan for ICCN management by IFCN	Detailed discussion with AMC/PCO about financial and administrative issues Discussion with Chapters about IFCN assuming management of ICCN Discussion with key societies (ones that have hosted ICCN) about IFCN assuming management of ICCN
2	Explore the financial, political, organizational and other implications of ICCN or other IFCN managed Congress every 2 years	Lead: ExCo Partner: AMC/PCO, IFCN Chapters	In two years create a business plan for additional Congresses managed by IFCN	Detailed discussion with AMC/PCO about financial and administrative issues Discussion with Chapters about IFCN adding additional Congress Discussion with member societies about IFCN adding additional Congresses
3	Explore creating SIG related regional/international workshops/Congresses	Lead: ExCo Partner: AMC/PCO, SIGs	In two years create a business plan for additional SIG related workshops/Congresses	Detailed discussion with AMC/PCO about financial and administrative issues Discussion with SIG leaders about adding

				additional workshops/Congresses Discussion with IFCN Chapters about IFCN adding additional SIG related workshops/ Congresses
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4. Research

Goal – To enhance clinical neurophysiology related research

Objectives

- a. Continue to provide research scholarships
- b. Explore possibility of shorter term scholarships
- c. Improve publicity of scholarship programs

	Initiative	Lead/Partners	Success Metric	Actions
1	Provide and promote 3 research scholarships	Lead: ExCo Partner: IFCN Chapters	All available research scholarships are used by end of calendar year	Advertise availability of research scholarships, including with IFCN Chapters
2	Consider the value of new shorter research scholarships (1-3 months)	Lead: ExCo	Development of recommendation for value of shorter research scholarships	Determine the value of “short” research scholarship – are they viable Develop criteria for short duration (1-3 month) research scholarships Develop a budget of such scholarships if viable
3	Improve publicity of available research scholarships	Lead: ExCo Partner: IFCN Chapters, member societies, ILAE, WFN, OHMB	Increase by 50% the number of applicants for research scholarships	Alert partner societies about the availability of scholarships Website and social media outreach about scholarships Announcement during Congresses
4	Continued growth of IFCN journals	Lead: Journal editors Partner: ExCo, IFCN Chapters, Elsevier	Increase in number of submissions to journals	Encourage researchers at ICCN, other CNP Congresses to submit research to IFCN journals Encourage IFCN award winners to submit papers to IFCN journals Publisher driven “ad” campaign

5. Journals

Goal – To ensure that IFCN journals continue to enhance CNP research and education

Objectives

- a. Continue to enhance CLINPH as premier CNP journal
- b. Increase review and research paper submissions to CN Practice
- c. Explore value of additional journals, publications

	Initiative	Lead/Partners	Success Metric	Actions
1	Continue to enhance CLINPH	Lead: CLINPH editor	Increased number of submissions, impact factor, altmetric scores Increased subscriptions Steady income	Encourage researchers at ICCN, other CNP Congresses to submit research to CLINPH Encourage IFCN award winners to submit papers to CLINPH Publisher driven “ad” campaign
2	Continue to enhance CN Practice	Lead: CN Practice editor	Increased number of submissions, impact factor, altmetric scores Financial viability	Encourage researchers at ICCN, other CNP Congresses to submit research to CN Practice Encourage Visiting Professor program participants to submit paper to CN Practice Encourage IFCN award winners and plenary speakers to submit papers to CN Practice Publisher driven “ad” campaign
3	Appoint new editor for CN Practice	Lead: President Partners: Journal editors, ExCo	Appoint new editor by end of term of current editor	Solicit applications for new editor Invite key individuals to apply
4	Enhance editorial boards of IFCN journals	Leads: IFCN journal editors Partners: Editorial boards, ExCo	Diverse, dynamic, representative editorial board	Editors to determine need for editorial board enhancement

				ExCo to recommend possible additions to editorial board upon request of editors
5	Enhance social media outreach of IFCN journals	Leads: IFCN journal editors, Elsevier Partners: ExCo	Improved social media metrics for IFCN journals	Create or enhance social media accounts for IFCN journals
6	Consider basic neurophysiology research journal	Leads: IFCN journal editors, President	Make recommendation to ExCo regarding need for additional publication in one year	Detailed discussion with IFCN journal editors regarding scope of journals and need for additional journal Explore other methods of publication

6. Organizational efficiency

Goal – To ensure the most effective management and financial structure for the IFCN

Objectives

- a. Ensure financial stability of IFCN
- b. Explore optimal association management structure
- c. Explore value of professional congress organization as part of AMC
- d. Enhance social media presence and electronic communications
- e. Consider other value added features of membership

	Initiative	Lead/Partners	Success Metric	Actions
1	Maintain financial stability of IFCN	Lead: ExCo	Adequate revenue to meet needs for IFCN's mission	Diversify revenue stream for IFCN Explore the value of IFCN sponsored Congresses Explore more efficient investment strategies (more aggressive investment?)
2	Explore optimal association management paradigm	Lead: ExCo	Transition to new/continuation of current AMC by fall ExCo meeting	Create RFP process for AMC selection Form committee to review RFPs Consider site visits to top contenders Final decision on AMC by Spring ExCo meeting
3	Determine if continued incorporation in Canada is viable	Lead: ExCo Partner: IFCN lawyer, other consultants	Determine if incorporation to be changed by Spring ExCo 2020 meeting	After selection of AMC, confer with AMC and lawyer regarding value of moving incorporation Before such decision is made, work with current lawyer to ensure compliance with current mandates
4	Determine value to professional congress	Lead: ExCo	Decision regarding PCO before selection process for ICCN 2026	After selection of AMC, confer with AMC about PCO activities

	organization as part of AMC			Ensure buy in form all stakeholders regarding IFCN sponsoring Congresses (i.e. revenue sharing)
5	Growth of social media platforms	Lead: ExCo appointee(s) Partner: ExCo, IFCN Chapters	Growth of social media platforms and increase in number of followers in various platforms by 50% in this fiscal period	Consider appointing social media champions Coordinate with IFCN journals regarding social media posts Coordinate with IFCN Chapters regarding social media posts
6	Maintain optimal website presence	Lead: Renato, Aatif Partners: ExCo	Up to date website with accurate information at all times	Appoint website oversight committee Routine meetings of committee with website manager to maintain accuracy of website Continue to improve website features and add educational material as it becomes available Explore need for additional software for hosting website based educational material
7	Consider adding value-added features to IFCN membership	Lead: ExCo	Add at least 3 new value added features for members in this fiscal period	Review member society questionnaire conducted in 2018 to see what is desired most that IFCN not currently offering Consider new member society questionnaire to determine contemporary needs

8	Enhance communications with chapters and member societies	Lead: ExCo Partners: Chapters, member societies	Communicate events from ExCo to Chapters and member societies at least quarterly	<p>Create newsletter for member societies and members to inform them of IFCN activities</p> <p>Consider using SIGs to enhance communications with members</p> <p>Create other outlets to keep in touch with members</p>
9	Provide administrative and financial oversight to Chapters	Lead: ExCo Partners: Lawyer, Chapters	Create infrastructure to provide Chapters with administrative assistance and financial oversight	<p>Increase IFCN Secretariat staffing to provide administrative support to Chapters</p> <p>Confirm with lawyer the role of IFCN ExCo and Secretariat in oversight of funds allocated to Chapters; provide oversight as appropriate</p>