

Groft, Stephen (WHCCAMP)

From: Chang, Michele (WHCCAMP)
Sent: Tuesday, August 07, 2001 2:10 PM
To: Bill Fair (E-mail); Conchita Paz (E-mail); David Bresler (E-mail); Dean Ornish (E-mail); Donald Warren (E-mail); Effie Chow (E-mail); George Bernier (E-mail); George DeVries (E-mail); Jim Gordon (E-mail); Joe Fins (E-mail); Joe Pizzorno; Julia Scott (E-mail); Linnea Larson; Tieraona Low Dog (E-mail); Tom Chappell (E-mail); Veronica Gutierrez (E-mail); Wayne Jonas (E-mail); Wayne Jonas2 (E-mail); Xiaoming Tian (E-mail)
Cc: Anne/Rita For Tieraona (E-mail); Carolyn Gillett (E-mail); Chris Wennerstrom; Joan Matthews (E-mail); Marjorie for Ornish (E-mail); Tracy Wiens (E-mail); Axelrod, Corinne (WHCCAMP); Fisher, Ken (WHCCAMP); Gerry Pollen (E-mail); Jim Swyers (E-mail); Joe Kaczmarczyk (E-mail); Kingsbury, Doris (WHCCAMP); Miller, Maureen (WHCCAMP); Steve Groft (E-mail)
Subject: WHCCAMP Work Groups

Commissioners:

Thank you for nominating the following facilitators for work groups. Where possible, co-facilitators have been selected to share and ease responsibilities of tasks.

NOTE: Meanwhile, Kate Groft continues her arduous task of scheduling our first conference call (1.5 hrs) with the 8 work groups, all of which we hope to conduct by August 17. With the overlap between work groups and differences in time zones, Kate's task is Herculean at best. Your continued flexibility and willingness to work with Kate to find mutually possible schedules is critical. You can reach her most easily through Michele at 301-435-6232, or by fax 301-480-1691.

A. Coordination of CAM Research

Staff Lead: *Gerry Pollen*

Co-facilitators: Wayne Jonas, Dean Ornish

B. Information Development and Dissemination

Staff Lead: *Corinne Axelrod (Maureen Miller substitute until 8/20)*

Co-facilitators: David Bresler, Tieraona Low Dog

C. Access to and Delivery of CAM

Staff Lead: *Michele Chang*

Co-facilitators: Joe Fins, Linnea Larson

1D. Coverage and Reimbursement

Staff Lead: *Maureen Miller*

Facilitator: George DeVries

E. Education and Training of Health Care Practitioners in CAM

Staff Lead: *Joe Kaczmarczyk*

Co-facilitators: George Bernier, Joe Pizzorno

F. Coordinating and Centralizing Federal CAM Efforts

Staff Lead: *Joe Kaczmarczyk*

Facilitator: Donald Warren

G. CAM in Wellness, Self-Care, Health Promotion and Disease Prevention

Staff Lead: *Corinne Axelrod (Michele Chang substitute until 8/20)*

Facilitator: Dean Ornish

H. Definition of CAM and Guiding Principles



Staff Lead: Jim Swyers

Co-facilitators: Tom Chappell, Wayne Jonas

If you have any questions concerning this list, please contact Dr. Joe at 301-435-6197, or Michele at 301-435-6232.

Thank you for your efforts!

James S. Gordon, MD
Chair

Joseph M. Kaczmarczyk, DO, MPH
Acting Executive Director

WHCCAMP Work Groups for October 4-6 Meeting

A. Coordination of CAM Research

Staff Lead: Gerry Pollen

1. George Bernier
2. Effie Chow
3. Veronica Gutierrez
4. Bill Fair
5. Wayne Jonas
6. Tieraona Low Dog
7. Dean Ornish

B. Information Development and Dissemination

Staff Lead: Corinne Axelrod (Maureen)

1. David Bresler
2. Tom Chappell (pending)
3. George DeVries
4. Tieraona Low Dog
5. Julia Scott

C. Access to and Delivery of CAM

Staff Lead: Michele Chang

1. George Bernier
- 2. George DeVries
- 3. Joe Fins (pending)
- 4. Linnea Larson -
- 5. Conchita Paz -
6. Joe Pizzorno -
7. Buford Rolin -
8. Julia Scott -

D. Coverage and Reimbursement

Staff Lead: Maureen Miller

- 1. George DeVries
- 2. Joe Fins (pending)
- 3. Linnea Larson
- 4. Conchita Paz -
- 5. Dean Ornish
6. Ming Tian -

E. Education and Training of Health Care Practitioners in CAM

Staff Lead: Joe Kaczmarczyk

1. George Bernier
2. David Bresler
3. Joe Fins (pending)
4. Joe Pizzorno
5. Buford Rolin
6. Donald Warren

F. Coordinating and Centralizing Federal CAM Efforts

Staff Lead: Joe Kaczmarczyk

1. Veronica Gutierrez
- 2. Wayne Jonas
3. ~~Charlotte Kerr~~ Effie Chow (pending)
4. Donald Warren

G. CAM in Wellness, Self-Care, Health Promotion and Disease Prevention

Staff Lead: Corinne Axelrod (Michele)

- 1. Bill Fair
2. ~~Charlotte Kerr~~ Effie Chow (pending)
3. Dean Ornish
4. Julia Scott
5. Ming Tian

H. Definition of CAM and Guiding Principles

Staff Lead: Jim Swyers

- 1. Tom Chappell
2. Effie Chow
3. Wayne Jonas
4. Charlotte Kerr
5. Conchita Paz
6. Joe Pizzorno

Groft, Stephen (WHCCAMP)

From: Chang, Michele (WHCCAMP)
Sent: Tuesday, August 07, 2001 2:54 PM
To: David Bresler (E-mail); Dean Ornish (E-mail); Donald Warren (E-mail); George Bernier (E-mail); George DeVries (E-mail); Joe Fins (E-mail); Joe Pizzorno (E-mail); Linnea Larson (E-mail); Tieraona Low Dog (E-mail); Tom Chappell (E-mail); Wayne at SIIB (E-mail); Wayne Jonas2 (E-mail)
Cc: Chris Wennerstrom (E-mail); Carolyn Gillett (E-mail); Jim Gordon (E-mail); Louise Johnson (E-mail); Marjorie for Ornish (E-mail); Axelrod, Corinne (WHCCAMP); Fisher, Ken (WHCCAMP); Gerry Pollen (E-mail); Jim Swyers (E-mail); Joe Kaczmarczyk (E-mail); Kingsbury, Doris (WHCCAMP); Miller, Maureen (WHCCAMP); Steve Groft (E-mail)
Subject: WHCCAMP FACILITATORS

Facilitators:

Thank you for agreeing to serve. Your Commission staff look forward to working closely with you on this critical phase of the process. The paramount deadline to keep in mind is four weeks away, Monday, September 10, when all briefing materials for each work group are due to our contractor (ensuring that briefing books will be received by Commissioners no later than September 19).

To meet this deadline, we respectfully ask that you keep in mind the following facilitator responsibilities:

- 1) conduct conference calls and coordinate with staff on agendas, content, and background information (*at least one facilitator must be present on a conference call*)
- 2) maintain momentum to meet deadlines
- 3) be available for staff calls, e-mail messages
- 4) report on issues and draft recommendations at the October meeting

IMPORTANT: PLEASE REVIEW

Within the next few days, your staff lead will contact you to discuss a "strawman" document for your topic (outlining the major issues, rationale, current state-of-progress, obstacles, and draft recommendations) that will be e-mailed to your work group prior to the first conference call. This will form the basis for discussion.

The following are the tasks that each work group is expected to complete, under your leadership.

Task 1. Identify the key issues specific to your work group topic for discussion. All of the issues identified should establish the foundation for the development of draft recommendations (see Task 5 below).

Task 2. Develop the rationale for why these issues were identified by the Commission as pivotal to the topic, and therefore should be included in the Final Report. This process should provide a contextual foundation for the development of draft recommendations. Task 2 should include the prioritization and categorization of issues so that draft recommendations remain at a global policy level, rather than become mired in implementation concerns.

Task 3. Report on the current state-of-progress, including a review of the literature, when appropriate. This process should rely on the background information provided in Commissioner briefing books, and on public testimony. Task 3 also may be used to identify and address informational gaps. Ultimately, the overview

resulting from this process should focus on Federal efforts, but also review non-Federal activities.

Task 4. Delineate challenges that may impede progress and identify opportunities for action. This process should lead naturally to the development of draft recommendations that are couched as opportunities for improvement rather than as insurmountable barriers.

Task 5. Develop draft recommendations, in the form of either 1) policy recommendations for legislative and administrative action; or 2) guidance by the Commission that can be used by non-Federal entities (states, organizations, etc) for action at those levels. The following characteristics of a good recommendation were suggested at the July meeting:

1. Clear and jargon-free
2. Achievable in scope
3. "Operationalizable" (by what Federal or other entity and when)
4. "Evaluable"
5. Recognizes the heterogeneity of CAM
6. Honors long-standing CAM and conventional approaches, as well as emerging models for health and wellness
7. Well-informed and reasoned

FACILITATOR'S REPORT: OCTOBER 4-6 MEETING

Based on the tasks described above, facilitators will report on key issues, challenges and recommendations to the full Commission at the October meeting. Facilitators will be expected to include a brief review of any major concerns raised by the work group and describe how these were resolved. Although input from all work group members will be encouraged during the full group discussion following your report, facilitators will serve as the primary advocate for the work group's position--at the October meeting, but also subsequently until the Final Report is submitted.

After Commissioners have had the opportunity to review the briefing materials from each of the work groups, but before the October meeting, Steve Groft will contact Commissioners individually to assess whether any have critical concerns about the findings or recommendations made by work groups in which they did not participate. If any exist, Dr. Groft will work with these Commissioners and the facilitator of the work group concerned, so that such issues may be addressed to some extent BEFORE the meeting. Because of the amount of material that must be covered in October, discussion of outlying concerns at the meeting will be limited by the Chair, and facilitators will be expected to continue explorations of the issues in follow-up conversations.

We welcome your comments and suggestions on any of the above items, but in the interest of time, staff will immediately begin working with you. Thank you in advance for your hard work!

Sincerely,

James S. Gordon, M.D.
Chair

Joseph M. Kaczmarczyk, D.O., M.P.H.
Acting Executive Director