



**IMMERSE minutes**  
**21/4/22**  
**Steering Committee**

**Present**

<b>WP1</b>	Inez Germeys Martine van Nierop
<b>WP2</b>	Simon Krause Johannes Schneider
<b>WP3</b>	Thomas Ganslandt
<b>WP4</b>	
<b>WP5</b>	Maria Wolters
<b>WP6</b>	
<b>WP7</b>	Anita Schick Matthias Schwannauer Simge Celik Lena de Thurah Rafaël Bonnier Daniel Dancik Michal Hajduk
<b>WP8</b>	Evelyne van Aubel

**1. General Management**

After some more issues the amendment is again submitted, this will be assessed by EC in May.

Our Project Officer will not assess our deliverable reports, these will all be assessed by our external evaluators in December. So everyone needs to be on top of all deliverable reports and milestones (as well as the periodic report) when we meet them.

**2. WP2**

Have been working on development and creating documents. Have started up the dashboard for usability testing in Mannheim. If anyone else is interested in looking at and giving feedback on the dashboard let Johannes know and he'll give access. Only Mannheim will do the usability tests, but everyone is welcome to give feedback on the dashboard. Some add-ons on the dashboard are in German temporarily, these will be translated.

**3. WP3**

D3.2 has been submitted – architecture and implementation guide. Has worked on datamanagement section of the CIP, will have a call with medX about remaining questions.

After that will start with implementation of central architecture. **Thomas has not received more local IT contact details, everyone except Belgium please send those ASAP!**

#### 4. WP4

--

#### 5. WP5

Is going ok now. Numbers as of now:

[https://docs.google.com/spreadsheets/d/1Q\\_FoU3yaw3S\\_ChFFYIm\\_mcg\\_2a65LhR-yF2gUikiQo/edit#gid=1492645008](https://docs.google.com/spreadsheets/d/1Q_FoU3yaw3S_ChFFYIm_mcg_2a65LhR-yF2gUikiQo/edit#gid=1492645008)

Decisions:

Each site needs to fulfil minimum requirements.

For the interviews, the minimum is 2 people per stakeholder group (patient, clinician, supporter, admin), but sites are strongly encouraged to meet the original targets of 10 patients, 5 clinicians, 5 supporters, and 5 admins if they can.

For the surveys, the minimum is 25% of the target (rounded down). So 25 patients, 12 supporters, 5 clinicians, and 2 admins.

All targets are per country, not per site.

#### 6. WP6

--

#### 7. WP7

Has several deadlines approaching. **The urgently need docs in preparation of the ethics submissions: CVs** etc. They're also working on the amendment for phase 1 (clinician workshops). Deadline is end of April.

Working on the measures, collecting all items that need to be added to the eCRF. Right now we have way too many items, Matthias will make a proposal for this in the coming week, will be decided in a WP7 meeting. Questionnaire folder:

<https://3.basecamp.com/3635894/buckets/10764202/vaults/3694826918>

He will also incorporate in his proposal how to deal with participants younger than 16 yrs – as different measures for adults and youths may prove problematic for the analyses.

#### 8. WP8

The OSF and CTR registrations, and the usability tests of movisens will be done end of June, Evelyne will make sure the repository prepared then.

#### 9. Papers

Anita, Lena, Maria, and Julia are working on upcoming papers, no abstracts to share yet.

## 10. AOB

We need to work on the patient / stakeholder advisory boards. Some ideas:

<https://www.isrctn.com/>

<https://www.kcl.ac.uk/research/ypmhag>

We need not just teenagers but people from all ages for these boards. We will have 1 PhD student per site who will work on local groups. Maria + Teresa will coordinate, Matthias will send some documentations that can help. This point will stay on the SC agenda.

### Actions

Who	What
Slovakia, UK, Germany	Send Thomas IT contact details
Local sites	Send missing docs for ethics to Anita