In Sync!®
SUPPORT GROUP LEADER REFERENCE GUIDE

GLOBAL EDITION

Practical tips and guidance on establishing and maintaining a successful support group

PMD Alliance
Parkinson & Movement Disorder Alliance
WE ARE HERE FOR YOU. We know the importance of social connection – between you and your group members, between you and other group leaders, and between your group and PMD Alliance.

**IN SYNC!® ONLINE WORKSHOPS**
Stay connected with your peers without leaving home. Join in online, on the phone, or on your tablet to chat, to hear from experts addressing topics relevant to you and to share experiences with other group leaders.

**IN SYNC!® SUPPORT GROUP LEADER WORKSHOPS**
Support groups thrive when leaders feel confident, strong, and capable. That’s why PMD Alliance offers its In Sync!® Support Group Leader Workshops. This in-person event brings group leaders together to learn from the experts and each other about managing their group activities, utilizing community resources, and supporting each other in this important work.

**ENEWS AND EVENT NOTICES**
As part of the In Sync!® Network, you will receive our general monthly newsletters via email, plus our In Sync!® Insights bi-monthly newsletter specially designed for support group leaders. We also send emails about upcoming events and online programs.

**PMD ALLIANCE WEBSITE & NEURO LIFE ONLINE®**
Explore www.PMDAlliance.org for resources and online activities for you, your group members, and your group meetings.

**PMD ALLIANCE FACEBOOK**
Visit the PMD Alliance Facebook page, then like us so you’ll see what we’re up to now and in the future. We also offer a private Facebook group for the Adult Children and Care Partners of people living with movement disorders.

**PMDALLIANCE YOUTUBE CHANNEL**
Subscribe to our PMD Alliance YouTube Channel. View speakers on various topics at your convenience. Share videos with your group. Watch event clips to learn more about PMD Alliance programs. Go to www.youtube.com/pmdalliance to browse and subscribe to our channel.
WHY Do We Need Support Groups?

**EDUCATION**
- Learn about the condition from experts and peers
- Explore treatment options
- Acquire tools for self-management

**SOCIAL SUPPORT**
- Develop resilience in community
- Share common experiences
- Feel less isolated
- Build connections when you share your story
- Develop social relationships/make friends

**ADVOCACY**
- Help bring personal awareness
- Create community awareness
- Engage and educate communities
- Create awareness among policy makers
- Advocate for public policy generation/change
- Advocate for greater access to care

**PERSONAL GROWTH**
- Create self awareness around symptoms to take action
- Develop resilience in community
- Share common experiences
- Feel less isolated
- Facilitates acceptance (seeing Parkinson in others can help validate your own experience)
- Empower the individual
- Rebuild identity and meaning
- Learn about inner strength
- Develop self-management skills

What can a support group bring to your community?
Parkinson & Movement Disorder Alliance (PMD Alliance), a non-profit, independent organization, delivers high impact programs to the public, healthcare providers, and healthcare/residential facilities. With attention on the whole system, we re-ignite vitality, create resiliency and strengthen connections.
How Does the Care and Support Ecosystem Look Like in Your Community?

Movement Disorder Patient Ecosystem©
Parkinson & Movement Disorder Alliance, 2022
Do not use or reproduce without approval from PMD Alliance
Who is likely to attend support group meetings?

- Person living with a movement disorder
- Care partners, family members, friends
- Health Care Providers
- Community Members

What does your group look like?
Other things a support group can do with advocacy

**INDIVIDUALS**
Share stories to change the narrative.

**HEALTHCARE PROVIDERS**
Advocate for a person-centered, holistic care.

**POLICY MAKERS**
Advocate for the development of policies that are favorable for people living with Parkinson. Example, insurance coverage for the diagnosis, treatment and care of Parkinson.

**POLITICIANS**
To support and pass laws that can help people living with Parkinson to access treatment and social support. Secure or grant funding for more research in Parkinson.

**ADVOCATES**
Lobby communities, policymakers, the media and politicians to support the welfare of people living with Parkinson.

**RESEARCHERS**
Advocate for participation of people with Parkinson in all forms of research in order to bridge the awareness, diagnosis, knowledge and treatment gaps in Parkinson research. Advocate for the inclusion of people with Parkinson in the research design process.
What can a support group provide to your PD Community?

### LEARN.
- Symptoms – Motor, Non-Motor, Cognition, Mood
- Medical information & procedures
- Exercise
- Medications
- Nutrition and diet
- Speech, occupational, and physical therapy
- Complementary/holistic treatments – i.e. herbs and supplements
- How others manage with various symptoms
- Hospitalization
- Insurance
- Research
- How to support someone living with Parkinson.

### LIVE.
- Be recognized in the fullness of who they are, despite the disease
- Feel understood
- Spend time with family and friends
- Feel OK about their emotions
- Be accepted by friends and acquaintances
- Enjoy social activities
- Continue to travel
- Be out in the community
- Have reasons to be optimistic and hopeful
- Maintain daily activities
- Enjoy the pleasures of sex/intimacy
- Continue to work

### CONNECT.
- Others with the disease
- Other care partners & family members
- Community organizations
- Medical specialists
- Healthcare resources & services
- Local Care and Support Ecosystem® professionals
- Daily and long term care services
- Exercise classes
- Legal advice
- Insurance agencies
- Local / county / regional / state / federal programs
## Speaker/Topic Possibilities

### SYMPTOMS
- Constipation: symptom of PD; how to prevent; how to relieve
- Forgetfulness
- Lack of motivation: apathy as a symptom
- Mood: depression and anxiety as symptoms
- Rigidity
- Slow and small movements
- Low blood pressure
- Sweating
- Skin dryness
- Double vision

### SERVICES
- Hospice: easing late stage symptoms and addressing end-of-life care
- Hospital: MD, RN, dietitian, therapist, social worker, discharge planner, navigator
- Movement Disorder Specialist and/or neurologist who sees many PD patients
- Therapies: Physical, Occupational, Speech, Music, Dance, Psychological
- Mental Health/Counselor
- Legal

### ACTIVITIES
- Exercise
- Meditation instructor
- Music / drumming / singing: therapist/ music teacher
- Physical therapy exercises
- Empowerment/Self help

### COMPLEMENTARY THERAPIES
- Herbal/alternative remedies
- Nutrition & Dietary

---

This is not a comprehensive list of topics, just some examples. What topics can your group add to the list?
Group Discussion Topics (no speaker)

- Birthdays / Birth City
- Blessing / gratitude derived from living with the disease
- Wish List – what you’ve done and what you have yet to do
- Watch/listen to a PMD Alliance video talk, then discuss (www.pmdalliance.org/video-archive)
- Review a scientific article/discuss definitions
- Famous people you have met
- Funny stories related to an experience with the disease
- Devices that help make motor symptoms easier to cope with (spoons, plates, cups, pillows, etc.)
- Professional accomplishments
- Tips to stay safe at home (grab bars, railings, remove clutter, lighting, stairs, pets, flooring and rugs, etc.)
- Symptoms – the most aggravating; ones that have disappeared
- What you are most proud of
- Your favorite travel experience
- Looking back – before diagnosis, did you experience symptoms that you now know are part of the disease (i.e. depression, constipation, mood swings, loss of sense of smell, etc.)?
- Last good book you read
- Favorite food
- What you do for fun
- Hidden talent
- Spirituality
### Meeting Frequency

**Weekly**

Small, informal group, 1 hour – usually no speaker, everyone has time to talk

**Bi-weekly**

Small, informal group, 1 hour

**Monthly**

Any size group – 90 minutes – may include a speaker for part or all of the meeting. Publicized to the public.

- Everyone meets together for the entire meeting – person with disease & care partner
- Meeting begins with everyone together, then separate into person with disease & care partner groups – separate groups must have adequate space and privacy
- Can add social time afterwards

**Special events**

Scheduled outside of regular meeting times

- Publicized to the public
- May be in addition to or replace a regular meeting
- May be in partnership with a community business or service (i.e. new assisted living residence, retirement community, healthcare service)
When considering a meeting location, it’s important that it have adequate and easily-accessible parking, easy entry and exit to the building, room between seats to accommodate walkers and wheelchairs, convenient access to a restroom, adequate lighting, and a generally safe environment to move in. Support groups meet in all kinds of places, generally free of charge.

As you set up for your meeting, keep in mind:

- Who is your meeting site contact person?
- How do you get into the room to set up? Do you need a key?
- Can you store any materials in the room between meetings?
- How does everyone get there? Where does everyone park? Is the location accessible by public transportation?
- How will people know where to go? Simple signs may be useful.
- How do meeting attendees get into and out of the room?
- Is there space for wheelchairs and walkers to move between rows / tables?
- Tables to display materials
- Refreshments
- Drinking water
- Kettle for hot drinks
- Electrical outlets
- Audiovisual needs/accessories/adapters
- Bathrooms
- Trash cans and trash management
- Who to contact in an emergency
### Meeting Locations & Logistics, cont.

- Community center like YMCA or JCC
- Church or synagogue
- Retirement community / assisted living
- Hospital
- Senior center
- Parks
- School
- Library
- Dedicated room in a restaurant
- Rehabilitation Center
- Members’ home

### Seating options

When possible, choose the seating arrangement that allows people to see each other and a speaker without turning their chairs. Tables for everyone tend to be more comfortable but aren’t required.

- **In a circle** (no tables)
- **U or crescent** (with tables)
- **Picnic tables** (diagonal to speaker/screen/podium, with people seated on 2 table sides)
- **Classroom** (rows with seating on one side of tables only)
- **Auditorium** (chairs in rows)

Be sure to leave aisle room and space for people who use walkers and wheelchairs.

**How can you improve your meeting space?**
Publicity and Marketing

If you’re beginning a new group, keep in mind that it takes time for people to hear about your meetings and plan to attend. Collecting email addresses/WhatsApp numbers is the easiest way for you to invite people to attend, send out quick reminders, and share information. Reach out to any community organizations; Community Information Centers, Radio, Community Chiefs, Elders and Leaders, Municipal Government, Neighborhood Committees. Ask them to share information about your meetings.

If possible, email, WhatsApp and other notices can be sent out announcing each meeting. The first notice is timed about 10-12 days ahead of the meeting date. A second notice of the same notice is helpful as a reminder 3-4 days before the meeting date.

When possible, flyers announcing the **Who, What, Where, When, Why** of the group’s meetings will be most helpful. Be sure to include meeting day and time (i.e. 3rd Thursdays, 3-4:30 PM), along with a contact name, phone number, and/or email address.

It’s helpful to periodically check that publicly posted flyers are still accurate and on view. They can be distributed and posted in:

- Primary Care Doctor’s offices
- Movement Disorder Specialist & Neurologist Offices
- Therapist offices
- Places of Worship
- Retirement Communities / Assisted Living / Senior Centers
- Libraries
- Bulletin / Information boards
- Local government center
- Education centers
- Recreation centers
- Drugstores / pharmacies / grocery stores
- Hospitals
- Restaurants / coffee shops
- Health fairs / street fairs
Sample Flyer

Parkinson's Support Group

Join us every month to connect with community and share your experience. All are welcome including people with Parkinson's, care partners, family members, and friends. We are here for you!

MEETING DETAILS:

WHEN:

WHERE:

WHO:

For more information or questions, please contact:

Download the fillable flyer here:
Spreading the Word

- Newspapers, radio, television, social media, and local publications
- See example of a news release on the next page
- Learn the deadlines your local newspaper and other publications use so you can submit your releases in a timely manner.
- Always include the **Who, What, Where, When, Why** and **How** information at the beginning of your release.
- Editors like factual, succinct writing.
- Focus on the special aspect of your release to encourage publication – a locally known speaker, an expert who isn’t usually available, an unusual topic for discussion, etc.
- Invite a reporter to attend one of your meetings.
- Learn about local calendars that will list your meetings – newspaper, hospital, library, community center, etc.
- Notify local radio & TV stations about your meetings and special events.
- Word of mouth is a great way to spread word about your meetings.
Sample News Release

FOR IMMEDIATE RELEASE

Date:
1 page total

Contact: Adapt to your group’s information

Headline the most important aspect of the meeting.

Always put the date, time and location first so even if they cut the body of the article, this information is easy for the editor to find and use.

Tell me why I should attend.

Information about the speaker and why they’re qualified to speak.

This information should be at the bottom of every news release.

Focus on Care Partners of People with Parkinson

At the June 9th meeting of the Verde Valley Parkinson Support Group, 3:00-4:30 PM, at Verde Valley Medical Center, Conference Room B, 269 S. Candy Lane, Cottonwood, Arizona, the meeting discussion will focus on care partners.

The group discussion will be led by group co-facilitator Mary Lawson, and Pamela Cregger, Community Liaison and Home Health Specialist for Kindred at Home in Cottonwood.

Individuals with Parkinson disease, their families, care partners and friends are always invited to attend the Verde Valley Parkinson Support Group monthly meetings.

The group meets:

WHEN:

WHERE:

###
Group rules and guidelines enable a group to be a safe space for all attendees. It is important to have a few guidelines which are shared with all new members.

**We recommend using this language with your group:**

1. This group maintains an environment of compassion and understanding, leaving judgment and criticism at the door. Our purpose in meeting is to provide everyone attending with a safe, kind and accepting space.

2. We maintain confidentiality for all group members. It is expected that group members will not share personal stories and challenges shared by other people without the prior approval from that person.

3. It is important that all people have an opportunity to talk. As a result, we ask that each person limit their sharing to 2-3 minutes until everyone has had an opportunity to talk.

4. At no time shall anyone sell or market products or services. Speakers representing businesses/products are required to speak more broadly on a specific topic.

**What are your group’s general guidelines?**
Meetings and Takeaway Tools

Writing Board

1. Write the meeting topic on it and display it.
2. Allow the person who is speaking to doodle their ideas as they speak.
3. If there is a speaker, write the speaker’s name in large letters to display.
4. If it is a suggestion meeting, write several suggestions that can be meeting takeaways.

Meeting Summary

1. Record and share a 1-2 minute audio summary of meeting discussion
2. Type a brief summary to share along with topic handouts.

Timer

1. Designate a group member to be the timekeeper for that meeting.
2. Determine a time limit for each member to share.

What other tools could your group use?

These are simply suggestions. We would love to hear other ways you are using these items!
In a small group, one or two people often take the lead and may rotate at leading meetings. Other than publicizing the meeting time, location, and keeping to a simple agenda, other activities are likely to develop as the group grows and becomes well established over time. Utilizing these roles within a group can help with sustainability and succession planning.

**Roles and Activities That Can Be Assigned to Volunteers**

- **Group leader / Co-leader(s)**
- **Speaker coordinator / recruiter**
- **Data / member contact information manager**
- **Meeting notice manager**
- **Refreshments coordinator**
- **Technical Assistance**
  - PA system, screen, projector, computer
- **Newsletter writer / editor**
- **Calendar manager**
- **Greeter**
- **Bookkeeper**

Which roles can be added within your group? Do you have members in mind who could fill these roles?
### Responsibility Sign-Up Sheet

<table>
<thead>
<tr>
<th>Responsibility</th>
<th>Description</th>
<th>Hours/Month</th>
<th>Term Length</th>
<th>Volunteer</th>
</tr>
</thead>
<tbody>
<tr>
<td>Group Leader</td>
<td>Organize, coordinate with members, might facilitate</td>
<td>5-10</td>
<td>1 year</td>
<td></td>
</tr>
<tr>
<td>Co-leader</td>
<td>Assists above</td>
<td>2-5</td>
<td>1 year</td>
<td></td>
</tr>
<tr>
<td>Secretary (if app.)</td>
<td>Takes minutes; manages contact list if group has a list</td>
<td>2-5</td>
<td>1 year</td>
<td></td>
</tr>
<tr>
<td>Program Speaker/Contact</td>
<td>Contact speakers as directed by members, recruit them, thanks them</td>
<td>4-5</td>
<td>1 year</td>
<td></td>
</tr>
<tr>
<td>Librarian</td>
<td>Maintain and bring resources to meeting</td>
<td>1-2</td>
<td>6 months or 1 year</td>
<td></td>
</tr>
<tr>
<td>Hospitality</td>
<td>Arrange for refreshments at monthly meetings, provide coffeepot and supplies</td>
<td>2-3</td>
<td>3-6 months</td>
<td></td>
</tr>
<tr>
<td>Greeter</td>
<td>Greet new members at door, introduce them to members</td>
<td>1-4</td>
<td>3-6 months</td>
<td></td>
</tr>
<tr>
<td>Contact Person(s)</td>
<td>Receive calls for group, information from ads, etc. Give info on location, time, etc.</td>
<td>1-4</td>
<td>6 months or 1 year</td>
<td></td>
</tr>
</tbody>
</table>

Special Skills and Resources Survey

Name: ___________________________________________________________ Date: ________________________________

Spouse/Partner Name: ____________________________________________

Member Since What Year: ___________________________ City of Residence: ________________________________

Phone: ___________________________ Email: ___________________________

What are your unique, personal qualities that could contribute to the success of the support group? (ex: organized, enthusiastic, warm and friendly, clear communicator)

________________________________________________________________________

________________________________________________________________________

What work and life experiences have you had that could potentially be helpful to the group? (ex: skill sets gained from former jobs or careers, other life experiences)

________________________________________________________________________

________________________________________________________________________

What are your special interests and hobbies? (ex: hiking, crafting, cooking, etc.)

________________________________________________________________________

________________________________________________________________________

What personal contacts do you have in your social circles who have skills or resources that could be drawn upon in order to help the group? (ex: friend is a caterer, journalist in my family, my neighbor has an event space for rent, etc.)

Name: ___________________________ Type of Resource: ___________________________

Phone Number and/or Email: __________________________________________

Name: ___________________________ Type of Resource: ___________________________

Phone Number and/or Email: __________________________________________

Name: ___________________________ Type of Resource: ___________________________

Phone Number and/or Email: __________________________________________
Costs and Expenses

It is important to remember that **you do not need to do anything more** than have a space for people to gather.

Most groups require minimal funds to maintain ongoing operations. In general, PMD Alliance discourages forming a group that requires extensive funding as the need for funds can become challenging over time and burden the leader and group.

**Possible Costs and Expenses**

- Initial flyers for distribution
- Listing in local community calendar, if available
- Informational materials
- Equipment – projector, screen, PA speaker
- Paper and copying
- Meeting space rent
- Food / beverages
- Printer / supplies

In general, PMD Alliance discourages forming a group that requires extensive funding as the need for funds can become challenging over time and burden the leader and group.
Ongoing Group Operations

Groups may elect to collect money to support the basic costs of running a group, such as costs for copying, coffee, meeting space rent, etc.

Ways to collect petty cash include:

- Donation basket at meetings
- Donated food/beverages - potential sign-up sheet for members to bring each month
- Ask for donations for specific expenses as needed
- Reach out to organizations to apply for funding
Groups that are interested in fundraising should consider the purpose of the money, potential funding sources, and all potential unintended consequences before engaging in that process. While fundraisers can be fun, here are some questions to ask prior to initiating fundraising projects:

1. Is there something easier to do that would raise the same amount of money?
2. Is the purpose to raise funds and/or to publicize/entertain/engage the people participating?
3. How sure are we that we’ll cover expenses and still have funds left over?
4. Would it be more effective to have a fund drive and simply ask for donations?
5. Do we let people know they can donate to us in their loved one’s name?
6. Would a special email request for donations work?
7. Do we ask for donations in our emails/newsletters?
8. Who’s going to be the fundraising leader?
9. Who’s going to organize everything?
10. Who’s going to schedule / communicate with everyone else?
11. Are people fully committed to the work and time required?
12. Is it an event BY people impacted by the disease or FOR people impacted by Parkinson?
13. Are the people who want the event capable of creating and conducting it?
14. Is there support from outside the group?
15. Are we having fun yet?
Example of Fundraising in Nairobi

The Nairobi Parkinson’s Support Group hosted an art therapy session. The group organized A3 sheets of paper, paints and paintbrushes and attendees were asked to paint what they were feeling. The A3 paintings were then photographed and a member of the group organized for them to be printed on to small postcards. The postcards with the artwork were then sold by members to raise funds for the group.

“Courage doesn’t always roar. Sometimes courage is the little voice at the end of the day that says I’ll try again tomorrow.”

Mary Swiss Ralphaus
Repetition is good. People need to hear about your group and meetings often.

Every individual will take what they need from your meetings – information, encouragement, comfort, and fellowship. Topics revisited always offer new insights and give people a second chance to ask questions and discuss their situations.

Several organizations offer free literature and pamphlets on a variety of topics. Ask anyone who speaks to your group to bring information as well. It’s a good idea to keep a plastic tub to hold printed materials so it’s easy to set them out at meetings.

Weather conditions may create unsafe travel risks. It’s especially helpful to email / call members when a meeting must be cancelled due to bad weather.

A sign or two directing people from the parking lot to your meeting location may be helpful.

Keep in mind that some care partners have their own physical and mental conditions that may make it difficult for them to move freely, hear or see well, or understand and remember what they’ve been told.

As your group grows, you’re going to find that the same personalities that you knew in high school are represented by members of your group – the pessimist, the complainer, the go-getter, the cheerleader, the know-it-all, the chatterer, the shy one, the artist, and more.

You may want to establish a policy that people attending as representatives of services or businesses are welcome but cannot discuss their product during meetings and/or solicit information about those attending the meeting.

Sales and business representatives may be invited to attend as a resource.
Food & beverages – some groups have members take turns bringing refreshments. Other groups don’t offer food at meetings. It’s up to you. Keep in mind that you’ll need someone to coordinate the food and drinks, including providing cups, plates, napkins, set up and clean up.

Be aware that anecdotal information, while personal and often very interesting, is still just one person’s story. Sharing experiences and information are major parts of every support group; however, it’s important to suggest that group members do their own research before acting.

If it’s too good to be true, it probably isn’t true. People in support groups want relief and cures. Their hope and wishes can make them vulnerable to appeals by questionable advertising and sales representatives, as well as people who mean well but may not have the expertise they need to have an informed opinion. It’s OK to express skepticism.

The goal of the support group is to EMPOWER participants to have a voice and become self advocates!

**Do you have any other tips and cautions to add to the list?**
How to Meet: A New World Since COVID

- Meet in-person
- Meet online on the Zoom platform (free access through PMD Alliance - to request access email info@pmdalliance.org)
- Combination of both - hybrid meeting or alternate in-person and Zoom meetings

Please visit our In Sync Support Group Leaders resources page on our website to find a library of online trainings where you can learn how to run group meetings on Zoom.

Participate in trainings such as:
- The “How-To” Guide for Hosting an Online Guest Speaker
- Zoom on Smartphones Training
- Basic Zoom Training for Support Group Leaders
- Facilitating Breakout Rooms in Zoom

Visit pmdalliance.org/support-group-leader or scan the QR code to learn more.
Succession and Infrastructure

**Group Lists**
How do people stay informed? Where and how do they sign up for your group? Who maintains the list? How is it updated? Where is the list maintained? Who else can help?

**Agenda & Program**
What is your meeting structure and agenda? Do you have a template? Are there roles that group members can be assigned to share the responsibilities and deepen their commitment? Is that built into the program structure? What is the intention of the program? Who else can help?

**Rules & Guidelines**
Do you have a set of rules and guidelines for the group? How do you share this? Do you have a welcome paper that has the intention of the group, structure of the meeting and rules? Who else can help?

**Marketing**
Where do you market? How often do you market? Who develops the flyers or marketing? How do you market (email, flyers, etc)?

**Meeting Location & Logistics**
Where is your meeting held? When is your meeting held? How does the space get set up? Who helps set up the space?

**Speaker Planning**
Who invites speakers? Who confirms with speakers? When do they confirm with speakers? Is there a set of directions and guidelines given to speakers so you don’t have to re-create each month? Do you have a calendar of topics for the year that you work off of so that you don’t have to think about it each month?
Support Group Leader Succession Planning Guide™

Create an outline of your group

- Purpose
- Members
- Logistics
- Structure
- Marketing

Shared Leadership

- Group member assessment
- Roles to share responsibility

Role Descriptions

- Duties
- Time commitment

Engage Potential Co-Leaders

- Ask for their input
- Involve them in decision making

Implement a Training & Mentoring Plan

- Solidify infrastructure
- Lead the group together
- Determine training and overlap periods

Engage Potential Co-Leaders

- Ask for their input
- Involve them in decision making
First **YOU**, then the disease.

Our Mission
Provide opportunities for people impacted by Parkinson and other movement disorders to learn, live life more fully, and connect with others.

Offering conferences, events, and supportive programs designed to engage people impacted by movement disorders and their care partners in activities that enhance, enrich, and enliven their lives every day.
Group Name: ________________________________

MISSION:
Our group exists to: ________________________________

VISION:
Our group exists because: ________________________________
### Support Group Charter Part 2

<table>
<thead>
<tr>
<th>Members</th>
<th>Logistics</th>
</tr>
</thead>
<tbody>
<tr>
<td>(who the group is for)</td>
<td>(when, where, frequency)</td>
</tr>
<tr>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Structure</th>
<th>Marketing</th>
</tr>
</thead>
<tbody>
<tr>
<td>(format for meetings)</td>
<td>(news, promotion, advertisements)</td>
</tr>
<tr>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Backup Leader:**

---

**Administrative Support:**

---

**Meeting and room set up:**

---

**Communication format:**
- Email
- Mail
- Phone
- Other

**Meeting reminders schedule:**

---
A **PRIMARY CARE PHYSICIAN** is a physician who provides both the first contact for a person with an undiagnosed health concern as well as continuing care of varied medical conditions, not limited by cause, organ system, or diagnosis.

A **NEUROLOGIST** is a physician specializing in neurology and trained to investigate, or diagnose and treat neurological disorders. Neurologists may also be involved in clinical research, clinical trials, and basic or translational research. While neurology is a non-surgical specialty, its corresponding surgical specialty is neurosurgery.

An **ADVANCED PRACTICE PROVIDER** is a medical provider (Physician Assistant or Nurse Practitioner) who is trained and educated similarly to physicians. They are trusted medical professionals who works hand-in-hand with physicians to create a seamless environment of care.
NEUROLOGY is a branch of medicine dealing with disorders of the nervous system. Neurology deals with the diagnosis and treatment of all categories of conditions and disease involving the central and peripheral nervous system (and its subdivisions, the autonomic nervous system and the somatic nervous system), including their coverings, blood vessels, and all effector tissue, such as muscle. Neurological practice relies heavily on the field of neuroscience, which is the scientific study of the nervous system.

A MOVEMENT DISORDER SPECIALIST is a neurologist who has received advanced training and possesses specialized knowledge in the science, clinical evaluation and management of conditions that affect the control of movement, the basal ganglia, the cerebellum and their direct or indirect connections to the cortex, subcortex, brainstem and spinal cord. This field encompasses knowledge of the pathophysiology, pathology, diagnosis, and treatment of these disorders at a level that is significantly beyond the training and knowledge of a general neurologist.

People with MOVEMENT DISORDERS can experience involuntary movement such as tremor, abnormal posture, slowness, walking difficulty, and stiffness due to neurological conditions.

More than 30 different diseases are identified as neurological movement disorders. These disorders, which include Parkinson, Huntington’s disease, essential tremor, and dystonia, range from mild to severe. While symptoms vary widely, the disorders are often progressive, increasing in severity over time. Nearly 40 million people in the U.S. have a movement disorder of some type. Most movement disorders are not curable, although treatment may slow or decrease symptoms.

Movement disorders are often induced by pathological changes within the brain. Often, the cause may not be known, although heredity and environment may play a role in some cases.

While many movement disorders are not life threatening, patients are significantly impacted in their ability to function well and live independently. Depression and other mental problems can coexist. In addition, abnormal posture or movement may result in severe pain.

Treatments include medications, botulinum toxin injections, occupational and physical therapy, and surgical procedures such as deep brain stimulation that are used to control motor symptoms.
Parkinson affects people from all parts of the world, adults of all ages, all cultures, and all backgrounds.

A Movement Disorder Specialist (MDS) is a neurologist with advanced training specifically in movement disorders. It is recommended that every person with a movement disorder be seen by an MDS at least annually.

It is estimated that more than ten million people worldwide live with Parkinson. One of the major risk factors is increase in age, this means that with the increase in life expectancy around the world, more people are likely to develop the Parkinson.

Many people in the world do not know about Parkinson. Many people living with the condition are yet to be diagnosed, and they may not be receiving appropriate treatment.

It is anticipated that the number of people impacted by Parkinson will increase dramatically in the near feature, because of lifestyle and environmental factors.

Most people with a movement disorder have a family care partner who is directly involved in daily care, planning, and decision making.

*Projected numbers of people with movement disorders in the years 2030 and 2050. Bach JP1, Ziegler U, Deuschl G, Dodel R, Doblhammer-Reiter G.
Thank you to the contributors of this global edition!

The rebuilding of this global edition of the support group leader guide involved the collaboration of amazing advocates and people living with Parkinson. The working group went through every page of the original PMD Alliance support group leader guide asking “is this information culturally competent and relevant”. If it wasn’t, then what should take its place? The goal was to make sure this guide is useful and accessible to all people with Parkinson in every corner of the world.

LEAD CONTRIBUTORS

- Kristi LaMonica, Ph.D. (USA) co-founder of virtual PD group for women and co-chair of the PD Avengers Wellness committee.
- Ana María Tamayo, M.L.S. (Peru) care parter and founder of PD group in Lima, Peru.
- Mary Agoriwo, Ph.D. Candidate (Ghana) co-ordinator of the PD Support Group in Ghana.
- Raymond Feeney, M.Sc. (Peru - Ireland) co-founder of PD group in Lima, Peru.
- Momodou Cham, MD. (Ghana) support group facilitator in Ghana.
- Peter Masese, RN. (Kenya) co-ordinator of the PD group in Mombasa, Kenya.
- Jared Okeno, Medical Laboratory Technologist. (Kenya) co-founder of the PD group in Mombasa, Kenya.
- Clemie Alvarez-Pizzillo, M.S.G. Candidate (USA - Ecuador) founder of PD group in Maryland.

HONORARY CONTRIBUTORS

- Tania Park, MA (UK - Africa) CEO of Parkinson’s Africa.
- Girija Muralidhar, Ph.D. (USA - India) support group leader in San Diego, CA.
- Li Jiang, MBA (Canada - China) community advocate connection people through exercise.
- Christine Jeyachandran, M.Ed. (Australia - Peru) founder of Alianza Iberoamericana.