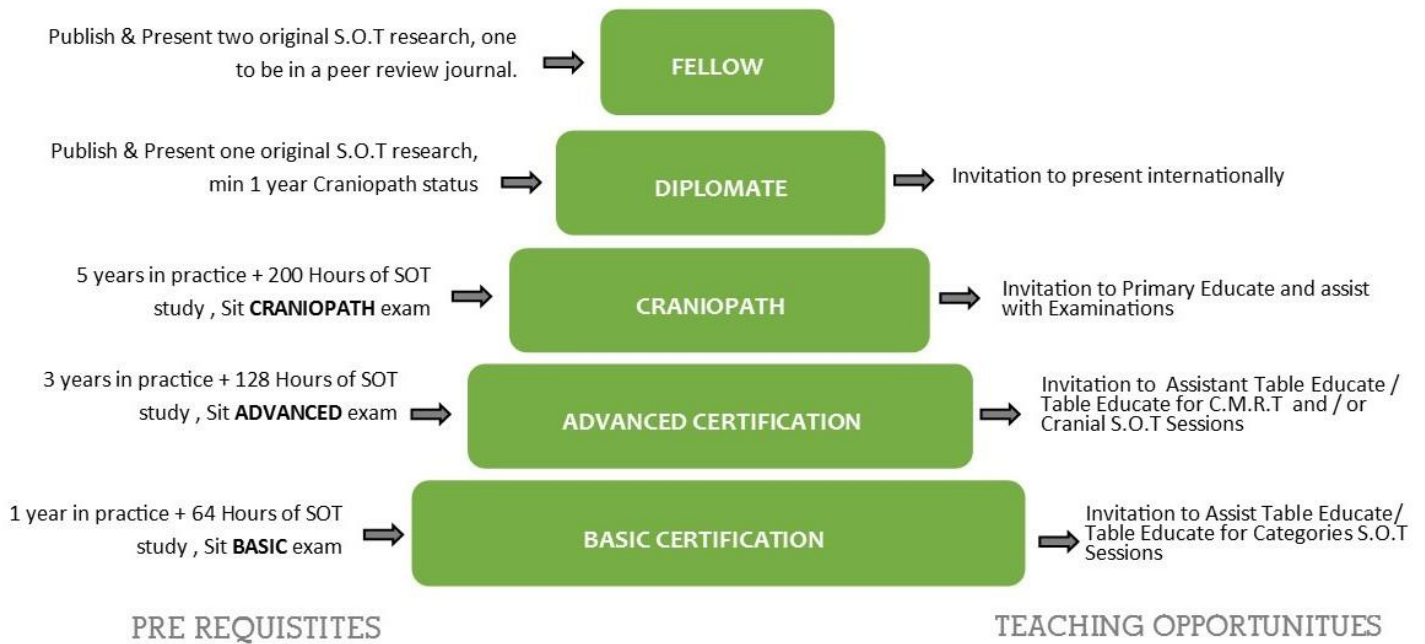


# LEVELS OF CERTIFICATION & EXAMINATION GUIDELINES

## YOUR PATHWAYS TO S.O.T EXCELLENCE



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## LEVELS OF CERTIFICATION & TEACHING REQUIREMENTS

There are five levels of Certification in Sacro-Occipital Technic as outlined below:

### BASIC

Basic Certification involves knowledge of **Categories I, II and III** of the S.O.T Manual and Seminar Series Session. On passing, the candidate may be invited to assist on the Table Education Team in Categories Sessions of the SOTO Australasia Seminar Series.

### ADVANCED

Advanced Certification involves knowledge of **C.M.R.T (Chiropractic Manipulative Reflex Technique) and Cranial** components of the S.O.T Manual and Seminar Series Sessions. On passing, the candidate may be invited to assist on the Table Education Team in the Full Series Session.

### CRANIOPATH

Craniopath Certification involves candidate understanding all aspects of **Craniopathy** including the Advanced cranial modules. The level of Craniopathy knowledge is outlined in the **SOT Craniopathy Manual**. On passing, the candidate may be invited to assist as a Primary Educator or Co-Primary Educator.

### DIPLOMATE

Diplomate Certification involves the candidate being successful in publishing original S.O.T research in the SOTOA newsletter and presenting findings at a S.O.T. conference.

### FELLOWSHIP

Fellowship Certification involves candidate being successful in publishing original S.O.T. research in peer review journal.

## REGISTERING FOR SOT CERTIFICATION

### CHOOSING THE RIGHT LEVEL OF CERTIFICATION

*All certification candidates must be registered as a chiropractor and have studied chiropractic at a registered university or college.*

*They must be a financial member of SOTO-A.*

- **Basic certification** may be undertaken after
  - One (1) year in practice
  - Sixty-four (64) hours of S.O.T study run by SOTOA or its sister organisations around the world. (Full series consists of Categories, CMRT and Cranial)
- **Advanced certification** may be undertaken after
  - Hold a Basic Certification status
  - Three (3) years in practice
  - One hundred and twenty-eight (128) hours of S.O.T study run by SOTOA or its sister organisations around the world.
- **Craniopath Certification** may be undertaken after
  - Hold an Advanced Certification status
  - 5 years or more of active practice
  - Two hundred (200) hours of attendance at SOTO Seminar Series or advanced modules such as Intraoral Cranials, Sutural technique, Cranial Specifics, TMJ techniques, Extremities, Advanced Categories run by SOTOA or its sister organisations around the world.
- **Diplomate** Candidates will be awarded certification
  - Hold a S.O.T Craniopath Certification status, for a min of 12 months.
  - On publication of original S.O.T. research in the SOT Newsletter.
  - Presentation of findings at an S.O.T. Conference.
    - Diplomate is awarded at the discretion of the Board of SOTO Australasia. Diplomate is a pre-requisite for Fellowship. Previous SOT research deemed appropriate by the Board of S.O.T.O.A. may be considered towards Diplomate status.
- **Fellowship** is the highest obtainable certification. Fellowship Candidates will be awarded certification
  - Obtain a Diplomate certification.
  - On publication of two (2) original SOT research papers, one of which must be published in a peer review journal.
    - The awarding of Fellow is at the discretion of the Board of SOTO Australasia.

## CONTACTING THE COORDINATOR

All Certification enquires to be directed to Jacquie Strudwick SOTOA Coordinator.

Phone +61 (0) 7 55 762 132 or email [sotoa@bigpond.com](mailto:sotoa@bigpond.com).

Candidates must complete an 'Application to Sit Certification'

- The Application for Examination Form can be downloaded from the SOTO Australasia website, or can be obtained from the Co-ordinator, which must be completed and returned with the **correct fee by the due date.**

## EXAMINATION DATES AND VENUE

- Certification examinations will be conducted the Friday prior to the SOTO Australasia Annual Convention and AGM, or a specified weekend in September, October or November. The venue and date will be announced on the SOTO-A website and also via the 'Expression' newsletter
- An extra Craniopath examination will be available on request at a capital city as the Examination resits in March of each year.

**Candidates must register for their chosen level of certification 28 days prior to the advertised date of the examinations and state any special requirements (i.e. wheelchair access, impaired vision).**

## FEES

The current fees are:

- Basic Certification: AUD\$220.00.
- Advanced Certification: AUD\$330.00
- Craniopath Certification: AUD \$440.00
- Fees are payable by Cheque (made out to SOTO Australasia), Visa, MasterCard or Bank Deposit. For further details see the Application for Examination Form

## GENERAL EXAMINATION GUIDELINES

- Candidates are responsible for registering before the specified cut-off date and ensuring they have met all pre requisites.
- Candidates who have not paid the required fee will not be allowed to sit certification.
- Candidates should ensure they are familiar with the current or **most recent** S.O.T.O Manual and Seminar Series notes.
- It is advised that candidates arrive at the examination venue fifteen (15) minutes before the commencement of the examination. Candidates who show up late for exams may lose their right to sit the exam.
- **Examinations will be rotated depending on the number of candidates. E.g. 6 candidates – 3 will sit the written examination first while the remaining 3 will sit the practical component first.**
- Candidates may not enter the exam room before the Exam Supervisor(s) say so.
- After candidates have taken their seats they may not leave the examination room without permission from one of the examination supervisors.
- Having left the examination room (except under supervision), participants will not be allowed to re-enter the room for any reason.
- Candidates are not permitted to bring any written material into the examination room. Blank paper is provided which must be handed to the Examination Supervisor(s) before the candidate leaves the room.
- Drinking water is permitted in the examination room.
- Candidates must bring all of their own writing implements.
- Candidates **must** use blue or black pen to mark answers.
- No communication is allowed between candidates once the examination has commenced. All questions must be directed to the Examination Supervisor(s).
- Candidates are not permitted to keep writing after the designated examination time is up.
- Candidates are permitted to leave the examination room to use the bathrooms at the discretion of the Examination Supervisor(s) with appropriate supervision.
- When finished, Candidates may hand in their papers to the Examination Supervisor(s), and receive direction to the next component of their examination.
- Candidates who are ill on the day of the Examination may be required to present a medical certificate or equivalent to the Examination Supervisor(s). Illness may be taken into consideration when assessing resits.

## BASIC CERTIFICATION GUIDELINES

- Basic Certification consists of a Practical and Theoretical Component.
- The theoretical component is made up of multiple choice and true/false questions for the Category II, Category I and Category III sections.
- Each section is sourced from Categories I, II and III from the S.O.T.O Manual and Seminar Series.
- The pass mark for the Theoretical component is 80%. Each section of the Theory component requires a pass mark of 80%.
- The practical component is based on Categories I, II and III from the S.O.T.O Manual and Seminar Series.
- The Practical is conducted in a separate room to the theory examination and involves two (2) Examination Supervisors. The Candidate will be asked to demonstrate Categories I, II & III techniques on an examination supervisor or a SOTOA volunteer 'patient', and may be asked questions regarding application of these techniques and their associated theory. The pass mark for the practical is 80%. Each section of the Practical component requires a pass mark of 80%.
- Candidates should allow 1 – 1½ hours for the Theory Component and 1 – 1½ hours for the Practical Component – Total 3 hours max for Basic examination process.

## ADVANCED CERTIFICATION GUIDELINES

- Advanced Certification consists of a Practical and Theoretical Component.
- The theoretical component is made up of multiple choice, true/false & short answer questions. The questions are sourced from C.M.R.T and Cranial Sections in the S.O.T.O Manual and Seminar Series notes. The pass mark for the theoretical component is 80%. Each section of the Theory component requires a pass mark of 80%.
- The practical component is based on C.M.R.T and Cranial from the S.O.T.O Manual and Seminar Series.
- The Practical is conducted in a separate room to the theory examination and involves two (2) Examination Supervisors. The Candidate will be asked to demonstrate C.M.R.T and Cranial technique on an examination supervisor or SOTOA volunteer 'patient', and may be asked questions regarding application of the technique and other associated theory.
- The pass mark for the practical is 80%. Each section of the Practical component requires a pass mark of 80%.
- Candidates should allow 1 – 1½ hours for the Theory Component and 1 – 1½ hours for the Practical Component. -Total 3 hours max for Advanced examination process.
- Basic Certification must be passed before Advanced certification can be achieved.

## CRANIOPATH CERTIFICATION GUIDELINES

- Craniopath Certification consists of a Practical and Theoretical Component.
- The theoretical component is 100% multiple choice and consists of questions for each section sourced from the 'SOT Craniopathy Manual'.
- The theoretical component is made up of multiple choice questions.
- The theoretical exam is marked out of 100.
- The Practical is conducted in a separate room to the theory examination and involves two (2) Examination Supervisors. The Candidate will be asked to demonstrate Craniopathy technique on an examination supervisor, and may be asked questions regarding application of the technique and other associated theory.
- The practical exam is marked out of 100.
- The pass mark for the each of the Theoretical and Practical components is 80%. Each section of the Craniopath examination requires a pass mark of 80% to gain Craniopath Certification.
- Candidates should allow 2 Hours for the Theory Component and 2 Hours for the Practical Component.
- Total 4 hours max for Craniopath examination process.
- Advanced Certification must be passed before Craniopath certification can be achieved.

## EXAMINATION RE-SITS

- Candidates who fail to pass a section (or sections) of the Certification Examinations can re-sit the component at a date set by the Board in mid-March of the following year.
- In the case of Basic certification, an examinee must re-sit the entire paper, either practical or theory (or both).
- In the case of an Advanced Certification resit, the candidate may be eligible to retake the practical or theory papers of either the C.M.R.T or Cranial sections, or both. This make-up of a section or sections must be completed within 13 months, or an entire re-sit must take place.
- Contact the Coordinator for more details
- A resit fee of 50% of the examination fee applies for each level of Examination.



## CERTIFICATION RESULTS

- Results will be given to the candidate as soon as is practical after the examination, otherwise results will be sent via mail as soon as possible.
- Certificates will be presented in person by the President at the following S.O.T.O-A Annual General Meeting or Annual Convention Dinner.
- Should you have any questions regarding your exam results, you should contact the Board of SOTOA via the Co-ordinator, on 07 55 762 132 or [sotoa@bigpond.com](mailto:sotoa@bigpond.com)