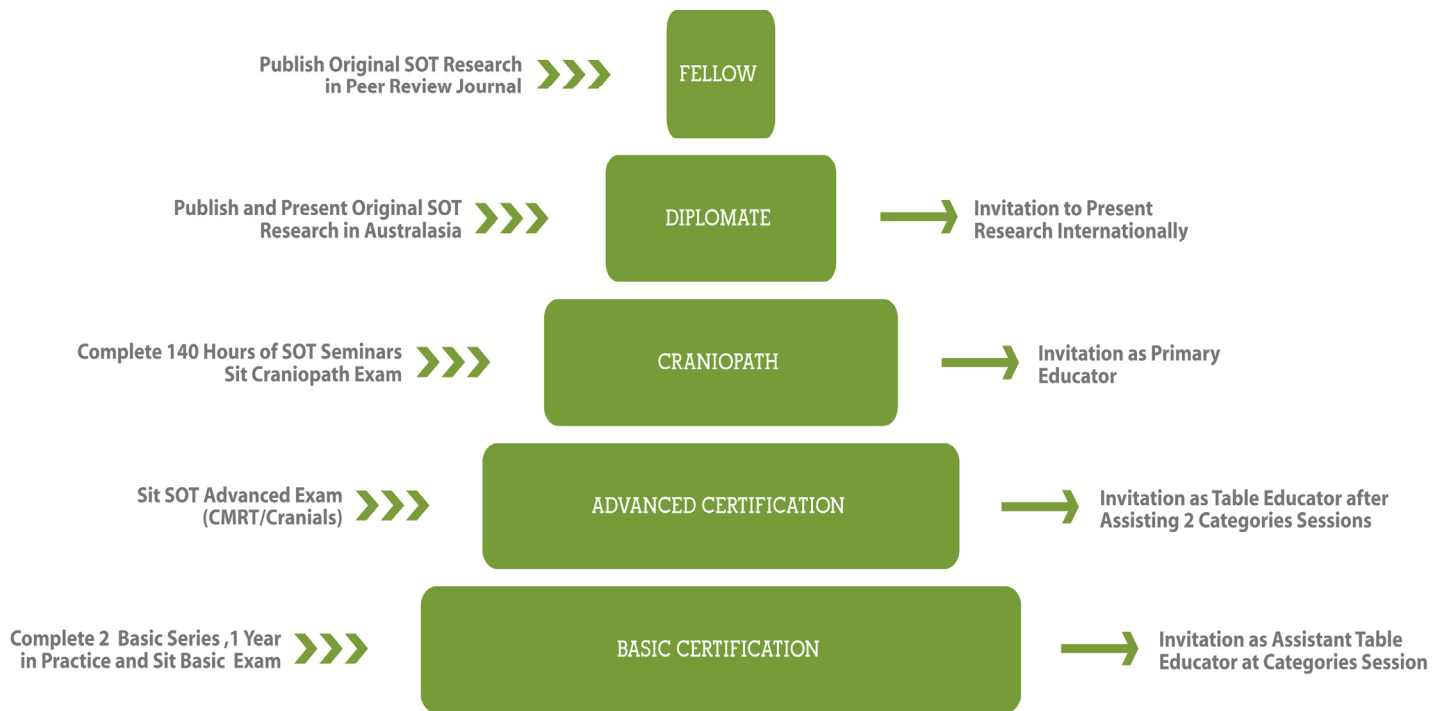


LEVELS OF CERTIFICATION & EXAMINATION GUIDELINES



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PATHWAY TO SOT 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 SOT Manual and Seminar Series. 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 CMRT (Chiropractic Manipulative Reflex Technique) and Cranial components of the SOT Manual and Seminar Series. 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 2011 International Craniopathy Manual. On passing, the candidate may be invited to assist as a Primary Educator.

DIPLOMATE

Diplomate Certification involves the candidate being successful in publishing original SOT 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 1 year in practice and participation in two (2) full series programmes run by SOTOA or its sister organisations around the world. Full series consists of Categories, CMRT and Cranial. Basic Certification is a pre-requisite for Advanced (CMRT and Cranial).
- Advanced certification may be undertaken after two (2) years in practice and participation in two (2) full series programmes run by SOTOA or its sister

organisations around the world. Full series consists of Categories, CMRT and Cranial. Advanced certification is a pre-requisite for Craniopath.

- Craniopath Certification may be undertaken after one hundred and forty (140) 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. 140 hours is equal to approx 4 full seminar series. Active practice for 5 years or more is required to be eligible to sit the Craniopath examination. Craniopath is a pre-requisite for Diplomate.
- Diplomate Candidates will be awarded certification on publication of original S.O.T. research in the SOT Newsletter, and 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. Candidates for Diplomate status must have been a practicing certified Craniopath for at least 1 year.
- Fellowship is the highest obtainable certification. Fellowship Candidates will be awarded certification on publication of original SOT research 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 Averil Crebbin SOTOA Coordinator. Phone/Fax +61 7 5442 3322 email sotoa@bigpond.com.

Candidates must complete an 'Application to sit Certification' form and pay the nominated examination fee at least 28 days prior to the advertised date.

- 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.
- 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. wheel-chair access, impaired vision).
- Fees for each level of certification are given below in Section 'Fees'.

EXAMINATION DATES AND VENUE

- Certification examinations will be held on a rotational basis between Sydney and Melbourne in early October of each year. The venue and date will be announced on the SOTO-A website and also via the 'Expression' newsletter.
- An extra Craniopath examination will be offered at the same venue and date as the Examination resits in March of each year.

FEES

These fees are subject to change after board approval and membership acknowledgement. The current fees are:

- Fees for Basic and Advanced Certification: AUD\$220.00 each.
- Fees for Craniopath Certification: AUD \$330.00
- 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
- 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 SOTO Manual and Seminar Series notes. If the candidate did not attend the most recent seminar series it is advisable for them to purchase the notes of this series from the coordinator for the purposes of revision.
- It is advised that candidates arrive at the examination venue fifteen (15) minutes before the commencement of the examination. Candidates who show up too late for exams may lose their right to sit the exam.
- 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.
- Suitable food and drinking water is permitted in the examination room.

- Candidates must bring all of their own writing implements.
- Candidates are advised to use blue or black pen to mark answers. Red pen and pencil is not advised.
- 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 results.

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. The exam consists of 40 marks for the Category II section and 30 marks each for both the Category I and III section. Each section is sourced from Categories I, II and III from the SOTO 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 SOTO 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 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.
- 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.

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, and consists of 50 marks for each section. The questions are sourced from CMRT and Cranial Sections in the SOTO 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 CMRT and Cranial from the SOTO 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 CMRT and Cranial technique on an examination supervisor or 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.
- The Basic and Advanced Examinations may be taken at one time. Candidates should allow the full times for each practical and theory component in Basic and Advanced Certification.
- If sitting Basic & Advanced together, Basic Certification must be passed before ANY certification is granted.
- 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.

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 'Sacro Occipital Technic Craniopathy Manual'. 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 also 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.
- 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.

EXAMINATION RE-SITS

- Candidates who fail to pass a section (or sections) of the Certification Examinations can resit 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 resit 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 CMRT 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 \$110.00 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 SOT AGM.
- Should you have any questions regarding your exam results, you should contact the Board of SOTOA via the Co-ordinator, on 07 5442 3322 or sotoa@bigpond.com