

Oregon Board of Chiropractic Examiners

Chiropractic Assistant (Didactic) Initial Training 12 Hour Requirements

1. Licensing & Regulation: **30 minutes (1/2 hour)**

Scope of practice

Board recommends add'l training for CAs who perform massage/soft tissue work

Duty to Report: To whom does this apply?

Supervision required at all times (DC in office)

2. Principles of Chiropractic: **60 minutes (1 hour)**

3. Basic Medical Terminology: **60 minutes (1 hour)**

- Subluxation/joint dysfunction
- Sprain/strain
- Contusion
- Tendinitis
- Bursitis
- Ligament vs. Tendon
- Joint capsule
- Rotator cuff
- Fracture vs. broken bone vs. cracked bone (all the same)
- Hypertonicity / Hypotonicity
- Traction / Distraction
- Cryotherapy
- Trigger point therapy
- Effleurage
- Physiotherapy / Modality
- Prone / Supine
- Therapeutic Exercise
- Activities of Daily Living (ADL)
- Outcomes measures (e.g. Oswestry, NDI, VAS pain scale)
- S.O.A.P. (explain parts)

4. Boundaries: **45 minutes (3/4 hour)**

- Draping
- CA/patient power differential (applies also to DC/patient)
- Sexual/Personal/Cultural boundaries:
 - Language
 - Professional touch (inform patient/permission)
 - Dating patients (no!) and how to respond if asked out by a patient
 - Cultural differences that may require extra care or change in procedures

5. Patient Positioning: **15 minutes (1/4 hour)**
 - Bolsters prone and supine
 - Side-lying head support
 - Be aware of injured body parts, and communicate with the patient and DC

6. HIPAA: What happens in the clinic, stays in the clinic!: **30 minutes (1/2 hour)**
 - Patient information may not be used for personal use
 - Charts/patient information in common areas (verbal and written)
 - Computer screens: (Appointment Calendars/Scheduling/Account balances)
 - Release of records requirements:
 - i. When family members are treated in the same clinic, can you share information? What is *required* before any information can be shared?
 - ii. Confidentiality extends to friends, coworkers, employees, injured workers!

7. Sanitation/Safety: **30 minutes (1/2 hour)**
 - Equipment (tables, physiotherapy, exercise)
 - Laundry (gowns/towels/shorts etc)
 - Personal
 - Other OSHA

8. Basic Anatomy: **75 minutes (1 hour 15 minutes)**
 - Spine, muscles, bone, bony landmarks
 - Phases in treatment and healing

9. Indications and Contraindications for physiotherapy modalities, exercise, soft tissue therapies
105 minutes (1 hour 45 minutes)

10. (Understanding) CPT Timed Codes & General Chart Noting: **30 minutes (1/2 hour)**
 - *Each* author of any written information in the chart must be identified on *each* page
 - Procedure vs. Modality (e.g. 97039 vs. 97139)
 - Attended vs. Unattended (e.g. US vs. EMS)
 - Time matters:
 - i. Procedures & Modalities with codes that require start and stop times, (includes setup and post-treatment cleanup)
 - ii. Procedures & Modalities with codes that are billed in 15 minute increments: (8-23 minutes, includes setup and post-treatment cleanup)
 - iii. What to do if less than 8 minutes of treatment time: (code modifier -52)

** 4 hour practical also required – hydrotherapy, electrotherapy and physiotherapy **