

April

# the BOARDerline

**Oregon Board of Massage Therapists**

Volume 5, Issue

## **OBMT ELECTS NEW BOARD CHAIR**

Lisa Oxman, L.M.T. resigned from her position as Chair on March 5, 2002. Lisa began her role as Chair on May 22, 2000 at a time when the Board was in a somewhat chaotic state due to a high turn over in board membership. Lisa stepped into her role with energy and drive and at the same time brought a calming influence to the Board. She worked especially hard to encourage the board members to work together and to improve the relationships between the Board, the schools and the students. We are happy to state that although Lisa is no longer Chair, she continues her service as a board member.

Michael Jordan, L.M.T. replaces Lisa in the role as Board Chair. Michael brings to the board a background in law enforcement along with his skills and knowledge as a massage therapist. He has provided a great deal of assistance in board investigations.

We wish to express appreciation to Lisa for her prior service and to Michael for his future service as Board Chair.

## **Oregon Board of Massage Therapists**

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### Board Members

Chair: Michael Jordan, L.M.T.

Judith Basker, Public Member

David Frostad, L.M.T.

Jacqueline Kern, Public Member

Stephanie Manriquez, L.M.T., A.A.S., N.C.B.T.M.

Lisa Oxman, L.M.T.

### Board Staff

Bev Holzman, Executive Director

Michelle Sherman, Office Manager

John Pounds, III, Administrative Assistant

Jacqueline McCal, Office Specialist

## **PROPOSED RULE CHANGES**

As you will see, the majority of this newsletter is comprised of information regarding proposed rule changes by the Board. The proposed changes include some new rules and revisions to existing rules. Rule deletions are presented in brackets. This is your opportunity to speak for or against the proposals. You may submit your testimony in writing. An Administrative Rule Hearing will be conducted on May 1, 2002 at 1:00 P.M. at the Pacific Highway Inn, 4646 Portland Road NE, Salem, Oregon. All forms of written testimony must be in the Board office no later than 4:30 P.M. on May 1 2002. You may provide oral testimony during the hearing if you wish. The Board will take into consideration all testimony and vote on the proposed rules changes at the board meeting on May 2, 2002. If you do not have a copy of our administrative rules, you may request a copy from the board office or access them on our website at:

[www.oregonmassage.org](http://www.oregonmassage.org)

## **MERE THANKS IS NOT ENOUGH**

I am always amazed by the LMTs who step forward to serve as examiners for the practical exam. The March 2002 exams were no exception. We had a lot of new examiners. Most all of you attended the training session, kept your commitment for scheduling requirements, worked extra hours without complaint and did all of this with the enthusiasm and smiles that I have come to associate with most LMTs. Thank you so very much – as I have said in the past; we couldn't do this without you and you should always know your commitment of giving back to the massage profession is recognized and appreciated.

And once again thanks to Oregon School of Massage for its generous donation of massage tables for us to use at the exams. *Bev, Jacqueline, Shel and John*

## **FREQUENTLY ASKED QUESTIONS**

**Q:** I am having trouble getting reimbursed by "Mystical Codes Insurance Company", what can I do?

**A:** The Board does not have the authority to become involved in billing issues nor can the Board offer legal advice in this matter.

**Q:** Do I need a business license to practice massage and if so where do I get one?

**A:** Our statutes/laws do not require a business license to practice massage in this state. You may obtain more information about owning a business in Oregon by contacting the Secretary of State – Business Corporation. The telephone number is 503-986-2200.

## **REMEMBER**

All licensed massage therapists must notify the Board of any **ADDRESS CHANGES** within 30 days of the change. [OAR 334-010-0025(7)] Address changes must be submitted in writing. This can be done by

e-mail, fax, on the web page or regular mail.

## **YOU AND THE NCBTMB EXAM**

What does the Board's adoption of the NCBTMB exam mean to me as an already licensed massage therapist? The quick answer is "nothing at all."

The NCBTMB exam fulfills the purpose of the previous Oregon written exam. It is strictly used to test for minimum competency in the areas of health and science. A person must now take and pass the NCBTMB exam and the Oregon practical exam to qualify for licensure. This does not always apply to indorsement applicants, (but that is a different subject).

For our examination purposes, the Board is only concerned with verification that a person passed the NCBTMB exam.

LMTs already licensed in Oregon before this change are not affected. The adoption of the NCBTMB exam does not require that you take the exam or become nationally certified. It also does not automatically grant you national certification. Your status is the same as it was in the past. Should you want to become nationally certified you would need to contact NCBTMB and take the necessary steps to meet their requirements.

## **2002 BOARD MEETINGS**

Thursday, May 2, 2002

Thursday, July 25, 2002

Friday, September 6, 2002

Friday, November 8, 2002

At this time all Board meetings, except September's, will be in Salem. Usually the meetings begin with Executive Session, followed by a public session at 1:00 P.M. Meeting agendas and dates are subject to change. If you have an agenda item you wish to present to the Board, it must be in the office no later than two weeks before the scheduled meeting.

## DIVISION 10

## MESSAGE LICENSING

### 334-010-0005

#### Applications

- 1) All applications for examinations, licensure, inactive status, renewal, or temporary permit shall be made on original forms provided by the Board. Only applications that are completed and on Board approved forms, without alterations, will be accepted for filing and review by the Board.
- 2) All applications made to the Board shall be accompanied by the required fee.
- 3) All application materials shall be filed with the Board office or postmarked on or before the scheduled deadline date set by the Board for the intended examination.
- 4) Applicants for examination shall submit the following with their application:
  - a) A copy of a legal picture identification. This identification could be a valid driver's license, a current U.S. passport, immigration/naturalization papers, or a current, valid state identification card;
  - b) An official certificate or transcript from the administering institutions, instructors, or programs showing successful completion of study and practice in the required subject matter and hours required by the Board; or, for reciprocity applicants, verification from original licensing state of successful completion of a written examination and an active license in that state; or, for indorsement applicants, verification of current license from the state of licensing.
    - A) Official copies of transcripts or certificates presented to the Board in an envelope sealed by the program or institution or instructor and verified as sealed may be accepted directly from the applicant.
    - B) If a program or institution granting credit is no longer in business, the Board will accept for review a copy of a certificate of completion or transcript or diploma in the required subject matter and hours. The Board may require additional information to verify the authenticity of such documents; or verification of licensure as a Licensed Massage Therapist.
  - c) Proof of current certification in cardiopulmonary resuscitation;
  - d) A current photograph of the applicant;
  - e) **[A signed statement from the director or officially designated agent of the program or institution from which the applicant graduated on a form approved by the Board which verifies that the applicant has satisfactorily completed all educational requirements currently in effect at the time of application and has been provided the basic knowledge and skills required to safely practice as a beginning massage therapist.]**
- 5) **[After January 1, 1999,]** transcripts must include a minimum of 500 hours of certified classes. The 500 hours must include the knowledge and skills identified in the Entry Level Competency Document and shall be comprised of
  - a) a minimum of 200 hours of health sciences to include Anatomy & Physiology, Pathology, and Kinesiology;
  - b) a minimum of 300 hours of Massage Theory and Practical Application, Clinical Practice, Business Development, Communication and Ethics, Sanitation, and Hydrotherapy; and
  - c) content that incorporates the Entry Level Competencies established by the Board (334-010-0047).
- 6) If for any reason an applicant does not appear to be qualified for admission to take the examination, the applicant shall be so notified and invited to submit additional evidence that he/she is entitled to have his/her case considered or to be admitted to examination.
- 7) **Documents in a Foreign Language** All application documents for examination and licensure submitted in a language other than English shall be accompanied by:
  - a) An accurate translation of those documents into English;
  - b) A notarized affidavit certifying that the translator is competent in both the language of the document and the English language;
  - c) A notarized affidavit certifying that the translation is a true and complete translation of the foreign language original.
- 8) Any costs of translation of all documents required by the Board shall be at the expense of the applicant.

### 334-010-0010

#### Examination

- 1) The L.M.T. examination shall be held at least twice annually.
- 2) The applicant shall be notified of the time and place to appear for the examination when all required application materials have been reviewed and within two weeks of the examination date.
- 3) Applicants who request an extension in writing to the Board postmarked 14 days in advance for **[the written examination and postmarked 14 days in advance for]** the practical examination may have their examination fees apply to a subsequent examination so long as the applicant sits for the examination within a year of the date of the extension. Only one extension shall be permitted. Exceptions will be reviewed on a case-by-case basis by the Board.
- 4) **[For those applicants required to take both the written and practical examinations, practical examinations will be given only after the applicant has successfully passed a written examination approved by the Board.]**
  - a) **Applicants who fail the written examination shall be required to retake the written examination. Applicants who fail the oral/practical examination shall be required to retake the oral/practical examination.]** Applicants are required to take and pass both the NCBTMB's certifying exam in massage and bodywork and the Oregon practical examination which includes a written test on Oregon statutes and administrative rules.
- 5) **Failure to Pass** An applicant must pass **[both the written NCBTMB examination and]** the practical examination within 24 months of the initial examination with a maximum of three attempts **[for each portion]**. If the applicant fails to pass **[each portion]** in three attempts, he/she must re-establish eligibility to apply and sit for the massage therapist licensing examinations by undertaking and satisfactorily completing a Board approved program of remedial study from a certified school and/or instructor(s).
- 6) Applicants for reciprocity or indorsement who are sitting only for the practical examination shall take the examination during the regularly scheduled examination dates.
- 7) The Board may elect to administer examinations at other than regularly scheduled times if such administration
  - a) does not interfere with the normal workload and work duties of the Board and its staff and
  - b) additional costs associated with administering an unscheduled examination are paid by the applicant.
- 8) **Examinee Conduct** An examinee, whose conduct interferes with the testing process or whose behavior violates ethical practices or jeopardizes the safety of a volunteer subject, may be dismissed and disqualified from examination. Such conduct includes but is not limited to the following behaviors:
  - a) Giving or receiving examination data, either directly or indirectly, during the examination process;
  - b) Failure to follow written or oral instructions relative to conducting the examination, including termination times and procedures;

- c) Endangering the life or health of a model, other examinees, or examination staff;
- d) Introducing unauthorized materials during any portion of the examination;
- e) Attempting to remove examination materials or notations from the testing site; or
- 9) Violating the credentialing process such as falsifying or misrepresenting educational credentials or other information required for admission to the examination, impersonating an examinee, or having an impersonator take the licensing examination on one's behalf.
- 10) Test questions, scoring keys, and other examination data used to administer the qualifying examination are exempt from disclosure under ORS 192.410 to 192.505 as amended.
- 11) The Board may release statistical information regarding examination pass/fail rates by group, type of examination, school, year, and subject area to any interested party.
- 12) All examinations are given in the English language. An applicant is presumed to possess sufficient sensory, visual, hearing and psychomotor skills to independently perform massage and bodywork skills.
- 13) Applicants with Special Needs **An applicant with special needs may apply to the Board for the provision of special conditions to complete the examination.**
  - a) **The Board may require proof, provided by a qualified professional, of the nature of the special need and type of special conditions recommended to complete the exam.**
  - b) **A request for special conditions must be made to the Board in writing no later than three weeks prior to the date of the examination.**

### 334-010-0012

#### Examination Appeal

- 1) Any applicant who takes the **[written or]** practical licensing examination**[s]** approved by the Board and who fails to pass **[either]**, may request review of the results of **[either]** the examination by the Board.
  - a) The Board will not consider any challenges to examination scores unless the total of the potentially revised score would result in issuance of a license.
  - b) Examination results will not be modified unless the applicant presents clear and convincing evidence of error in the examination content or procedure, or bias, prejudice or discrimination in the examination process.
  - c) The Board should set forth standards for appointing a committee to review examination appeals and make recommendations to the Board.
- 2) The following appeal process shall be utilized to request a review of examination results:
  - a) A request for appeal must be made by the applicant in writing and must be received in the Board office within thirty days of the date on the letter of notification of examination results sent to the applicant; and
  - b) In the written appeal the applicant must specifically state the reason for the appeal and why the applicant believes the results should be modified. The applicant should identify the specific errors of content, procedure, bias, prejudice or discrimination that the applicant feels are applicable to the appeal.
- 3) The following appeal process shall be utilized to conduct a review of examination results:
  - a) During the review, the applicant will be identified only by the applicant's test number.
  - b) The Board's representative will review the examination results including any written materials, audio or videotapes related to the examinations, examiner comments, and information provided by the applicant related to examination results.
  - c) The Board representative(s) will present its findings to the Board in executive session at a regularly scheduled meeting of the Board.
  - d) The Board will not consider oral arguments from the applicant regarding an examination appeal unless the Board determines that further information is required directly from the applicant. If such a determination is made, the applicant will be invited to meet in Executive session with the Board or Board representative(s).
  - e) The Board will make a determination as to whether to grant the appeal and that determination will become part of the public record.
- 4) Granting an appeal may result in the following actions:
  - a) Reversal of a failing score and issuance of a license; or
  - b) Suspension of a failing score and opportunity for the applicant to retake the **[written or]** practical examination immediately.

### 334-010-0015

#### Licensure

- 1) An applicant for a renewal or initial massage therapist license shall complete, without alterations, an application furnished by the Board.
- 2) Application for a massage therapist license shall contain information stating whether the applicant has ever been arrested or convicted of a misdemeanor or crime and if so, stating the nature of the offense, the location of the arrest or conviction and the date(s) of occurrence(s).
- 3) Applicants for renewal of licensure shall sign a statement of completion of a minimum of twelve hours of continuing education.
- 4) Applicants for license renewal shall furnish a copy of a current certificate in cardiopulmonary resuscitation.
- 5) Applicants for initial licensure must apply within one year of the successful completion of the license examination.
  - a) If an applicant does not apply within one year, then re-examination shall be required.
  - b) At the time of re-examination, the applicant must meet all current licensing requirements and submit original documents as required by the Board.
- 6) All applicants for initial, renewal, or reinstated license must sign a statement verifying that they have read all current Oregon Statutes (ORS 687), Rules (OAR 334), and policy statements of the Board.
- 7) Licenses issued by the Board shall not be transferable.

### 334-010-0016

#### Inactive Licenses

- 1) A person licensed by the State Board of Massage Therapists to practice massage may move to an inactive status by notifying the board in writing on a form provided by the Board. Following approval by the Board and upon payment of the appropriate fee, the applicant will be issued an inactive license. During the period of inactive status, no such person may practice massage for a fee in the State of Oregon.
- 2) Application for reinstatement of an inactive license shall include sufficient information to assure the Board of current competency in the practice of massage and bodywork. Depending on the length of inactive status and evidence of the practice of massage in another legal jurisdiction, the Board may require additional continuing education and/or a period of supervised practice to assure that the applicant can safely and competently practice the profession of massage.

- 3) An application to reactivate a license shall be accompanied by
  - a) current licensing fee;
  - b) proof of current certification in cardiopulmonary resuscitation;
  - c) proof of 12 hours of continuing education for each biennium or fraction of the biennium the license was inactive; and
  - d) a statement indicating whether the applicant has engaged in the practice of massage and bodywork in another legal jurisdiction during the period of inactive status.
- 4) An individual who has held inactive status for greater than five years must
  - a) provide proof of clinical practice in another legal jurisdiction or
  - b) successfully complete a refresher course approved by the Board from a certified program of at least 50 hours or
  - c) successfully pass the practical examination.

### 334-010-0017

#### Lapsed License

- 1) The massage therapist license shall be considered lapsed if an individual fails to pay the licensing fee when due or fails to meet continuing education requirements.
- 2) During the lapsed status, no such person shall practice massage in the State of Oregon.
- 3) A license in lapsed status shall not be placed in an inactive status.
- 4) If the lapsed license is activated within the first two years of lapsed status, the following must be included with the completed application:
  - a) late fee;
  - b) current licensing fee;
  - c) proof of twelve hours of continuing education;
  - d) proof of current CPR.
- 5) An applicant whose license has been lapsed for more than two years but less than three years may reinstate by including the following with the completed application:
  - a) payment of the licensing fee applicable for the two years of the lapsed license;
  - b) payment of the current fee for activation of the license;
  - c) late fee payment;
  - d) proof of current CPR;
  - e) **proof of** twelve hours continuing education for the two year lapsed period; and
  - f) **proof of** twelve hours continuing education for the current licensing period.
- 6) All information required for restoring a lapsed license after the first two years of lapsed status must be received by December 1 of the third year of lapsed status. After December 1, the license is expired. To become licensed, one must apply as a new applicant.
- 7) **Inactive License Prior to Lapsed Status** If the license was in an inactive status prior to the current lapsed status, the applicant shall provide the following with the completed application:
  - a) payment of the current licensing fee for activation of the license;
  - b) if the license is in the third year of lapsed status but still eligible for reactivation, payment of the licensing fee applicable for the two years of the lapsed license and payment of the current licensing fee are both required;
  - c) late payment fee;
  - d) proof of current CPR;
  - e) **proof of** 12 hours of continuing education for the two year inactive period; and
  - f) **proof of** 12 hours of continuing education to activate the license, or
  - g) if in the third year of lapsed status, **proof of** an additional 12 hours of continuing education for the two years of lapsed status.

### 334-010-0025

#### Practice of Massage

- 1) The practice of massage shall consist of applying pressure on, friction against, stroking, and kneading the body by manual or mechanical means, and gymnastics, with or without appliances such as vibrators, infrared heat, sun lamps, and external baths such as steam, tub, or shower baths for the purpose of maintaining good health and establishing and maintaining good physical condition as stated in ORS 687.011.
  - a) Gymnastics is defined as: Exercise intended to stretch and strengthen soft tissues in a general fashion.
  - b) Massage is defined in part as treatment of soft tissue by means of manual techniques which include:
    - A) Applying pressure, holding, or causing movement to the body with hand, elbow, knee, or foot;
    - B) Passive, active, and resisted movement within the normal range of a client's physical capabilities;
    - C) External use of hot, cold, or topical preparations such as lubricants and other preparations available to the general public;
    - D) Application of any tool or device in common use which mimics or enhances the actions possible by the hands.
- 2) Massage treatment does not include:
  - a) The application of high velocity/low amplitude force further defined as thrust techniques directed toward joint surfaces;
  - b) The application of ultrasound, diathermy, and electrical neuromuscular stimulation or substantially similar modalities;
  - c) Colonic irrigation;
  - d) Making a medical diagnosis;
  - e) The intent to cure specific medical problems.
- 3) Client is defined as one who utilizes the professional services of a licensed massage therapist whether or not any remuneration is expected by the licensed massage therapist. Client does not include the licensed massage therapist's family members or significant other.
- 4) Any person who represents himself or herself as a massage therapist when the person adopts or uses the word massage or any derivation of the word massage or any other word that implies a massage technique or method.
- 5) Any person who holds a license as a massage therapist in this state may use the abbreviation "L.M.T." No other person(s) may assume such title or such abbreviation or any other word, letters, signs, or figures to indicate that the person using the title is a licensed massage therapist.
- 6) No licensed massage therapist shall perform or offer to perform any services for customers other than those incidental to or connected with the giving of massage treatments or rendered pursuant to a state issued license.

- 7) All licensed massage therapists must notify the Board office of any change of residence, business or mailing address within 30 days of change of address.
- 8) For purposes of ORS 687.031(1) the Board deems "direction" to mean massage performed on the written order of the licensee[s]. The Board does not recognize any such "direction" unless it is under the specific sanction of a rule of the licensing agency defining the scope of the licensee's authority to delegate and the extent of supervision required of the licensee[s].
- 9) **All licensed massage therapists must clearly display their license at their place of business.**
- 10) **All licensed massage therapists are required to include their license number in all advertisements, including but not limited to: written, electronic, televised and audio.**

### 334-010-0031

#### Outcall Massage

- 1) "Outcall massage" or "on-site massage" means massage performed at the location of the client.
- 2) When making outcalls, massage therapists must adhere to OAR Chapter 334.

### 334-010-0033

#### Fees

- 1) The fee for a biennial massage therapist license and renewal license is \$80.
- 2) The fee for a biennial inactive license is \$40.
- 3) **[The fee for the written examination and retake is \$60.]**
- 4) The fee for the practical examination and retake is \$100.
- 5) Non-refundable application fee \$40.
- 6) Application fees will be refunded only when the applicant is unqualified by Oregon statutes and no inquiry or investigation is initiated. All other licensure fees will not be refunded.
- 7) A \$25.00 fee will be charged for any late license renewal.
- 8) The temporary license fee is \$25.

### 334-010-0041

#### Reciprocity and Indorsement

- 1) **Reciprocity** The Board may establish automatic licensure between the Board and another licensing authority of a state, territory, country, or District of Columbia if the requirements of that licensing authority meet or exceed the requirements established in Oregon.
- 2) The Board may grant a license by reciprocity without any additional examination to any applicant who holds a valid license or permit to practice from another state, territory, country or District of Columbia with which the state of Oregon has a reciprocal agreement
- 3) **Indorsement** The Board may grant a license by indorsement, after successful completion of a practical exam, to any applicant currently holding a license in this state in a health related field whose curriculum includes **[soft tissue manipulation, theory and practice, accompanied by a transcript and course description] a minimum of 300 hours of Massage Theory and Practical Application, Clinical Practice, Business Development, Communication and Ethics, Sanitation, and Hydrotherapy.**
- 4) The Board may grant a license by indorsement, without any additional examination, to any applicant who:
  - a) holds a valid L.M.T. license, permit, certificate, or registration from another state, territory, country or District of Columbia whose requirements are equivalent to or exceed those in effect in Oregon at the time of application and who have passed the licensing authority's examination or an examination accepted by the Oregon Board of Massage; or
  - b) holds a valid L.M.T. license, certificate, permit, or registration to practice from another state, territory, country or District of Columbia and can demonstrate through documentation of educational preparation, successful completion of massage and bodywork examinations accepted by the Board and work experience in the active practice of massage that they meet the requirements in effect in Oregon at the time of application.
- 5) The Board may grant a license by indorsement, after the successful completion of a practical examination, to any applicant who holds a license, permit, registration, or certificate from a state, country, territory or District of Columbia whose requirements are not equivalent to the State of Oregon.
- 6) All candidates for indorsement/reciprocity must sign a statement verifying that they have read all relevant and current Oregon statutes and regulations related to massage and have read all current policies and guidelines published by the Board.

### 334-010-0046

#### Class Certification

- 1) Contact hours as used in ORS 687.051 (1)(d) means actual hours of attendance in class under instruction in the presence of an instructor.
- 2) Credit hours will be converted to contact hours based on the number of class hours per week multiplied by the number of weeks of class attendance.
- 3) In order for a class to be certified under ORS 687.051:
  - a) It must contain as a minimum the content stated in the Entry Level Competencies and must include a method of evaluation to determine the student's successful completion of class;
  - b) The person or institute offering the class shall apply to the Board with a written description of class content in sufficient detail to demonstrate that the class complies with the minimum content described in the Entry Level Competencies, the number of hours, and the successful completion of requirements.
- 4) Such classes certified under ORS 687,051 must be offered by:
  - a) A person or institution licensed as a private vocational school under ORS 345.010 to 345.074 or the equivalent licensing authority of another state; or
  - b) By a community college and approved by the Division of Vocational Education of the Department of Education, or the appropriate agency of another state; or
  - c) By a college or university accredited either by the Northwest Association of Secondary and Higher Schools or a like regional association or by a college or university in Oregon approved by the Oregon Office of Educational Policy and Planning for the purpose of granting degrees.
- 5) Such a class must contain at least the content stated in the Entry Level Competencies and must include a method of evaluation to determine the student's successful completion of the class.
- 6) The application for approval of a class shall include, but not be limited to, the following information: completed application, written course outline including number of contact hours of instruction, attendance requirements for students, a sample copy of an examination, and qualifications of instructors.

- 7) The authorized representative of a certified class shall notify the Board of significant changes with respect to information provided in the application materials within 60 days. Any person who has proof of successful completion of study in a skill or subject listed in the Entry Level Competencies which has not received certification from the Board may apply to the Board for specific evaluation and certification by the Board. In such a case, a transcript or a written presentation by the institution or the person giving the class as stated in subsection (3) of this rule shall be provided to the Board. (A list of current certified classes is available at the Board office.)
- 8) Although a class certification is not required in advance in order to ultimately qualify under ORS 687.051, persons or institutions offering classes and persons taking classes which are not certified in advance do so at the peril of the class not being certified by the Board.
- 9) Certification may be revoked by the Board if they determine requirements have not been met.
- 10) Denials or revocations of certification of classes, if not disposed by informal processes, may be heard as a contested case by the Board.
- 11) The Entry Level Competency Document shall be reviewed and/or revised periodically by the Board. Prior to making any content revisions, the Board shall obtain input from Oregon certified massage schools regarding proposed changes. The Board will solicit input at least yearly from Oregon approved massage schools regarding their suggestions for alterations in the Entry Level Core Competencies.
- 12) The Board may establish a committee composed of no more than three Board members and no more than three representatives of Oregon approved massage schools to evaluate individual classes and make recommendations regarding their relevance to Entry Level Competency content.

**334-010-0047**

**Entry Level Competency Requirements**

- 1) At the completion of the educational program, the beginning massage and bodywork practitioner shall be able to:
- 2) Demonstrate knowledge of anatomy, physiology, kinesiology and pathology as outlined in the current Occupation Analysis.
- 3) Demonstrate palpation skills by:
  - a) locating origin, insertion, and belly of major muscles,
  - b) demonstrating lengthening, shortening, and
  - c) demonstrating rudimentary knowledge of energy systems and pathways.
- 4) In developing a treatment plan for a client, identify indications for, contraindications to, risks, and benefits of all treatment options and use that knowledge to develop an appropriate age specific treatment plan.
- 5) Establish a client database consistent with the type of client concern or problem, type of services required, and level of services required by:
  - a) obtaining client history, either verbal or written;
  - b) conducting physical assessment;
  - c) conducting energy assessment.
- 6) Establishing a treatment approach or plan taking into consideration the presenting concern/problem, client profile, client preferences for treatment, and treatment effectiveness/outcome.
- 7) Reassess and update client database and treatment approach/plan as indicated.
- 8) Inform client of outcome of assessment, treatment options, alternatives, risks, benefits, side effects and expected treatment outcomes as indicated.
- 9) Obtain verbal or written informed consent for treatment.
- 10) Consult, collaborate with, or refer clients to other health care providers when indicated by client condition or if desired by client.
- 11) Establish and maintain competence in basic techniques of soft tissue manipulation and treatment.
- 12) Apply passive, active, and resistive movement safely within normal range of client's capabilities.
- 13) When indicated, safely utilize external applications of heat, cold, topical preparations, and other preparations available to the public.
- 14) When indicated, safely utilize mechanical assistive devices for massage/bodywork.
- 15) Practice effective interpersonal communications that take into consideration client's capabilities, boundaries and background and which demonstrate courtesy and respect.
- 16) Track nonverbal communication of client and, if needed, use it to enhance communication and adjust treatment plan.
- 17) Demonstrate knowledge base of professional and business records that might be needed for practice.
- 18) Establish and maintain an environment for practice that provides for the client's safety and comfort and meets basic requirements and occupational health standards in regard to sanitation, prevention of communicable disease, prevention of accidents, privacy, and sensory needs of client (temperature, sound, light, etc.).
- 19) Demonstrate basic knowledge of legal and business requirements for practice of massage and bodywork.
- 20) Demonstrate basic knowledge of ethical principles and decision-making relevant to practice of massage and bodywork.
- 21) Demonstrate ability to apply massage and bodywork techniques in a manner congruent with basic principles of body mechanics for self and client.
- 22) Demonstrate basic knowledge of CPR by holding current CPR certificate
- 23) Demonstrate awareness of a variety of massage and bodywork theories and techniques.
- 24) Implement the principles outlined in Division 30, Ethics.

**F.Y.I.:**

**EXAM SCHEDULE**

<b>Practical</b>		<b>Practical</b>	
App. Deadline	Exam Date	App. Deadline	Exam Date
<b>2002</b>		<b>2003</b>	
February 4	March 23-24	February 3	March 22-23
May 6	June 22-23	May 5	June 21-22
August 5	September 21-22	August 4	September 20-21
November 4	December 14-15	November 3	December 13-14