

## Guidelines for an OCA Approved Introductory Course at a College of Osteopathic Medicine

Thank you for your interest in developing an OCA Approved Introductory Course at a College of Osteopathic Medicine, for COM students. The information provided below provides guidelines for meeting the OCA requirements.

Introductory courses may be scheduled on consecutive days, or on various evenings and weekends. Some schools fulfill the 40 hour requirement by providing additional lectures and labs to supplement any cranial component of their regular OMM curriculum.

### ***Course Director***

The first step is to choose the Course Director. The Course Director must meet be currently licensed as a physician and be a Regular or MD Associate Member of the OCA.

The Course Director must either hold a Recognition of Proficiency, FCA or FAAO. AOBSPOMM or NNM/OMM holders and physicians who have been in practice prior to the granting of AOBSPOMM (1990) may receive exemption by The Osteopathic Cranial Academy Credentials Committee, on a case by case basis.

### **Approval Process**

A faculty roster and course syllabus must be submitted to the OCA staff (for review by the Credentials and Introductory Course Committees) at least three months prior to the proposed course. Final course approval will be decided within two months of receiving a copy of the actual course syllabus and faculty roster in addition to copies of lecture and laboratory session outlines.

Once a given college has received approval for an Introductory Course, approval for subsequent Introductory Course offerings will not require receipt of copies of lecture and laboratory session outlines provided that course content remains unchanged. This approval will remain at the discretion of the Introductory Course and Credentials Committees.

To obtain Osteopathic Cranial Academy approval, an Introductory Course in Osteopathy in the Cranial Field must meet faculty, student and course content requirements with the following minimal considerations:

### **Faculty**

When an introductory course in OCF is offered at an Osteopathic college for students, 100% of the table trainers must be Osteopathic Cranial Academy members, up to 25% of whom may be Student Members. At least 75% of lecturing faculty must be Physician members, including

residents. Up to 25% of the remaining faculty may be either Student members or Basic Science professors.

All table trainers must have completed at least one approved 40-hour Introductory Courses in Osteopathy in The Cranial Field. It is recommended that they have completed two introductory courses and at least one approved Intermediate / Advanced course implementing the cranial concept.

*The Faculty/Attendee Ratio must be 1:4, including any auditors, during all practical sessions. Failure to maintain this will automatically disqualify a course.*

## **Student Eligibility**

Any student attending the school, rotating at a school site or rotating with a course faculty member is eligible to attend the course. Outside DO or MD students will be considered on a case by case basis by the Credentials Committee.

Any resident rotating at a school facility, graduate of the school or rotating with a faculty member, as well as faculty of the COM, is eligible to AUDIT the COM Course.

However, the following must be adhered to:

1. The 4:1 student/teacher ratio must be maintained. Auditors may not dilute this ratio. Therefore, any auditors must be included in the class list
2. Auditing of COM courses will not qualify for regular OCA membership
3. Auditing of COM courses will not qualify for progression through the OCA curriculum.

*All participants (including auditors) must be eligible for Osteopathic Cranial Academy membership.*

*Since COM courses cannot meet the full faculty standards of regular OCA or SCTF Introductory/Basic courses, residents and practicing physicians are only welcome to audit these courses as they have greater responsibility in active patient care. They will not be eligible for OCA membership nor will these courses allow them to matriculate through the OCA curriculum. Even so, it is essential that there be sufficient faculty to maintain the proper 4:1 ratio of students/auditors to faculty.*

## **Course Requirements**

1. All students must successfully pass a written exam during the course. A practical exam is recommended.
2. Grades and Certificates
  1. A ledger shall be provided and kept with a record of attendees' grades.
  2. A certificate shall be sent to those who passed and a letter of encouragement to those who did not pass.
3. The Faculty/Attendee Ratio must be 1:4, including any auditors
4. All participants (including auditors) must be eligible for Osteopathic Cranial Academy membership.

5. Course Content must be approved by ~~both~~ the Introductory Course Committee
6. Faculty must be approved by the Credentials Committees

### **Privileges for COM Students upon Successful Completion**

40 hour Introductory Courses provided at the Colleges of Osteopathic Medicine do not meet the full standards of the Introductory Courses provided by the OCA and SCTF.

1. Successful completions of an approved COM 40-hour Student Introductory Course will allow COM student participants to qualify for OCA student membership and attendance at the Annual Conference, only.
  - a. In the event that an intermediate or advanced course requires (2) OCA approved introductory courses, a COM course may qualify as one of the two, *at the discretion of the intermediate or advanced course director*
2. Further matriculation through the OCA curriculum will require successful completion of either (1) or (2) - OCA, SCTF, or OCC Introductory Courses as indicated in the specific prerequisites of each intermediate or advanced course.

### **Introductory Course Content**

A Course Syllabus for ALL OCA Approved COM Courses must be pre-approved by the Introductory Course Committee. A minimum of 40 hours of course material must be presented. The Introductory Course must include lectures on the topics listed below. Content should follow the latest version of the OCA Intro Course Faculty Syllabus available from the OCA Intro Course Committee Chair.

- History of Osteopathy in the Cranial Field
- Conceptual and Palpatory Introduction
  - Primary Mechanism and The Five Phenomena
  - Inherent Therapeutic Process
- Embryologic and Anatomic Relationships to Function
  - Cerebro-Spinal Fluid & other fluid compartments
  - Central Nervous System
  - Reciprocal Tension Membrane
- Osteology (including anatomic and physiologic function and suture anatomy):
  - Cranial Base: Occiput, Sphenoid, Ethmoid, Petrous temporals
  - Cranial Vault: Frontal, Parietals, Squamous Temporals, Squamous Occiput
  - Facial Bones
  - Cranio-Cervical Junction
  - Sacrum, Coccyx, and Pelvis
- Relevant Associated Structures:
  - Nerves

- Fascia
- Vessels
- Muscles
- Brain Tracts & Nuclei Ventricular System
- Physiologic and Non-Physiologic Patterns of the Cranial Base
  - Including Etiology & Potential Clinical Sequelae
- Treatment Process (including but not limited to):
  - Principles and Methods of Treatment
  - Fluid Dynamics:
    - Directing the Tide, V-Spread, CV4, Lateral Fluctuation, Venous Sinus Release
  - Balanced Membranous Tension at Boney Articulations
    - Lifts, Spreads, Decompression, Intra-oral approaches
  - Release of Dural Strains
  - Balanced Ligamentous Tension
    - Extremities
    - Sacro-Iliac
- Principles of Diagnosis
- Osteopathic History & Structural Evaluation
- Traumatic Influences
- Obstetric and Pediatric Considerations, Diagnosis, Treatment and Clinical Management
  - Decompression of Occipital Condylar Parts
  - Clinical Correlations / Applications

Optional: Mandible and TMJ: Anatomy, Physiologic Function, Diagnosis and Treatment

Again, thank you for your interest in creating this educational program in OCF for the medical students at your College of Osteopathic Medicine.

We look forward to receiving your materials for approval.

Should you have any questions, please contact the OCA front office staff. You will be directed to the person best able to provide answers.

Sincerely,

Introductory Course Committee  
Osteopathic Cranial Academy