

Ortho-Bionomy® Association of Canada – On-Line Class Attendance Policy

Policy Name: On-Line Class Attendance (combining and replacing the previous Skype Policy May 2015 and On-line class policy created May 2020 during, this policy is to be reconsidered after pandemic)

Original Effective Date: May 2021

Revision of policy: Oct 1, 2023

The Practitioner/Instructor Review Committee reviews all documentation submitted by Applicants in the OBAC Certification program and assesses if the trainee has fulfilled the requirements to evolve to the applicable level. Virtual platform attendance has been categorized into two definitions:

1. Attending a class via virtual platform when a student is unable to attend in person

In a situation where one student is virtually joining an in person class the Instructor is responsible to inform all class participants and obtain consent from the other students prior to accepting the student

Procedure for student to join a class virtually:

- The student will obtain the advisor's pre-approval
- The Advisor will inform the PRC by e- mail.
- This process will replace the waiver application for attending the class on-line.
- The same list of classes apply to both situations

2. On-Line Classes

OBAC Guidelines for on-line /virtual platform courses:

- **Number of on-line classes Accepted:** each class will be accepted only once to either of the OBAC training programs levels (Practitioner or Advanced Practitioner) For example: If you attend an on-line platform for the Demonstration Skills, Elements of Successful Practice, Practitioner Training Seminar or Ethics and Emotions in the Practitioner level then in the Advanced Practitioner level you must attend the class in person as the peer learning is essential.
- **Documents:** All regular class requirements made available to students(OBAC information, membership, privacy & trademark policies)
- **Class size:** A class minimum of four students is recommended for the purpose of peer learning
- **Class format:** at the discretion of the instructor a16 unit class can be divided into 2, 3, or 4 days as long as the units are fulfilled. This may include some online learning along with interactive group learning.
- **Class registration:** Students must register for an entire class, **not partial**. The student information can be entered onto the class registration sheets by the instructor electronically and sent to the registrar after course completion.

- **Signing documents:** Signatures won't be obtainable for the PT program papers, but a student can write in the name of the instructor and note that it was a virtual class and include a copy of the certificate of completion with their paperwork.
- **Certificates:** Can be scanned & sent or mailed to students/ course must be complete to obtain the certificate, e.g. if the class is offered as one day **Interactive Virtual Platform (IVP)** and one day **in person class**, the certificate and credits will be issued only upon completion of both.
- All instructors teaching Ortho-Bionomy's required classes in the Practitioner (PTP) and Advanced Practitioner (AFTP) Training Programs must explain to the students that online instruction cannot replace the hands-on experience from in-person classes, and must print the following statement on all class handouts: **"Online instruction cannot replace the hands-on experience from in person classes, and students should seek out extra support from an instructor or their advisor as needed."**
- All Online classes require real-time instructor interaction and are to be documented as "Online" on certificates and on the program record form.

Approved Classes for On-Line / Virtual platform Attendance

- **STUDY GROUPS:** Two on line study groups per student per level of training (recommended to have a reciprocal or receiving person available to practice with)
- **SELF CARE:** (16 units IVP)
- **ELEMENTS OF SUCCESSFUL PRACTICE:** (16 units IVP)
- **PRACTITIONER TRAINING SEMINAR:** (16 units IVP)
- **ANATOMY AND PHYSIOLOGY** (24 units IVP allowable each level)
Practitioner level/Structural Anatomy / **Advanced Practitioner level /** deeper structures, body systems, medical reports: Two days on line/IVP in structural theory and two days in person class
- **ETHICS AND EMOTIONS Practitioner & Advanced Practitioner levels:** (8 units IVP/ 8 units in person)
- **DEMO SKILLS Practitioner & Advanced Practitioner levels:** (16 units IVP) Actual Demo's can also be done using IVP