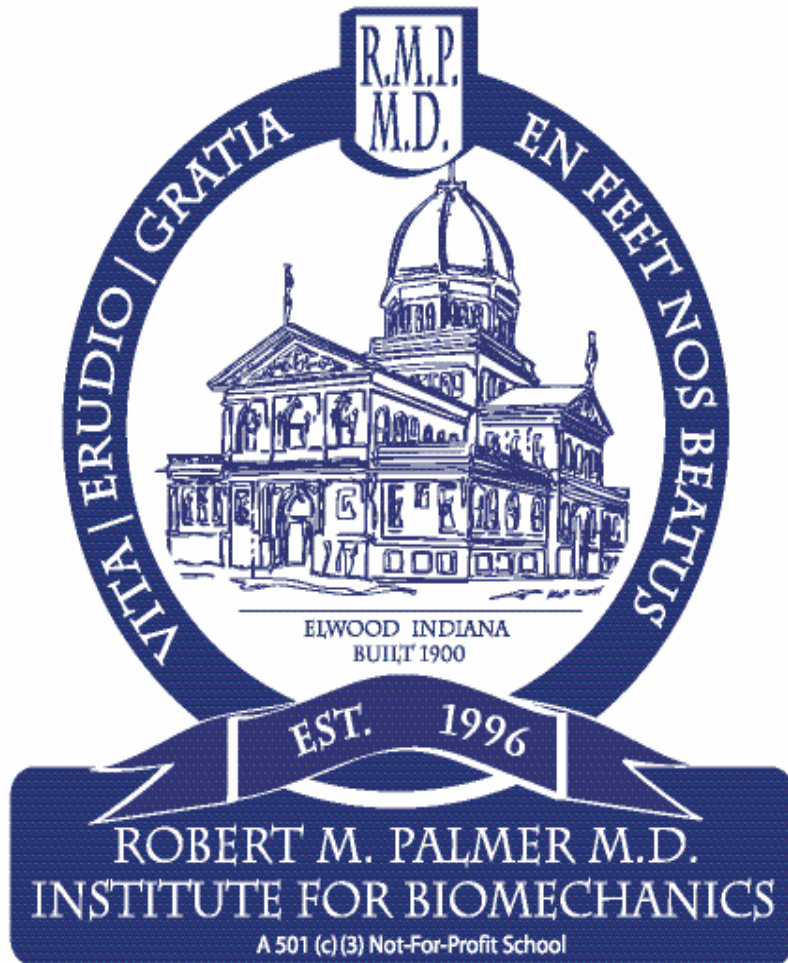




The Robert M. Palmer, MD., Institute for Biomechanics, Inc. A 501(c)(3) Not For Profit Pedorthic Biomechanics School



www.pedorthicbiomechanics.org

1601 Main Street Elwood, IN 46036 USA

Phone: 765-557-7216 | Fax: 765-557-7223



CAPE/NCOPE Protocols / Enrollment Protocols Pre-certification In Pedorthics

In this document you will find the following topics:

The RMPI Staff would like to encourage all participants to review this document in it's entirety. Underlined topics indicate suggested reading topics

Associations - ABC, PFA CAPE, COPE, Alliance, BCP, PFOLA, BAPFOL

Information of Prospective Students

Primary Topics of Education

Admission Policy and Procedures

Tuition, Fees and Expenses

Cancellations and Refunds

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Scholarships

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Advanced Placement

Prerequisites

ADA Technical Standards

Grades

Grading Scale

Course Participation, Policies and Procedures

Online Overview please visit www.rmpi.org

RMPI Technical Assistance / IT Department: support@rmpi.org

Note: You will receive an Online Welcome Email with instructions

Level 1 - Online Participation, Course Assignments and Final

Level 2 - Attendance

Level 3 - Online Participation, Course Assignments and Final

Student Appeal of Final Grades

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Course Syllabus - Levels 1, 2 and 3 Pedorthics

Course Objectives

Purpose

Administration and Instructor Information

Instructor's Phone

Instructor's Name

Instructor's Email
School Administrative Hours
Instructor's Office Hours
RMPI Travel Department: 765-425-9012
RMPI Technical Assistance / IT Department: support@rmpi.org

Required Text, References and Materials

Texts

Materials

Required

Recommended

Estimated Costs of Materials

Course Competencies

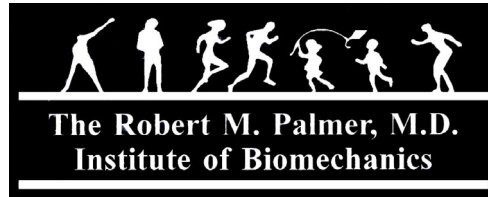
Course Activities

American With Disabilities Act

Americans With Disabilities Act Technical Standards

Protocol Conclusion

ROBERT M. PALMER, M.D. INSTITUTE OF BIOMECHANICS INC.



A 501(c)(3) Not-For-Profit School
Founded 1996 - Incorporated 2003

1601 Main Street, Elwood, Indiana 46036 765-557-7216 www.pedorthicbiomechanics.org



Pedorthic Pre-certification Training -
160 Hour Total Hours plus 1000 internship hours effective March 2, 2009

“This program is approved by the ABC as meeting all of the ABC and CAPE/NCOPE’s pre-certification education requirements.”

ABC - The American Board For Certification in Orthotics, Prosthetics and Pedorthics

The ABC has recognized the RMPI to deliver the educational requirements established by CAPE/NCOPE. Once you have completed Levels 1, 2 and 3 (approximately 160 hours) of Pedorthic Pre-Certification Education, and effective March 2, 2009 with 1000 mandatory internship hours of 750 clinical and 250 retail, you are eligible to sit for the ABC Exam at a designated testing site administered by Castle.

You are required to complete various manufacturing products or prescription modifications during hands-on in order to receive a certificate of completion.

ABC Merger Announcement - 2008

The ABC is pleased to announce continued progress in the integration of the Board for Certification in Pedorthics (BCP) into ABC. Two Certified Pedorthists have joined the ABC Board

of Directors, and staffs of both organizations are hard at work on the transition of organizational records and data. A packet of information highlighting many of the developments has been mailed to all Certified Pedorthists in good standing.

As we look towards the future, ABC stands ready to serve the pedorthic community as the leader in [certification](#) and [facility accreditation](#). Applications for upcoming Pedorthics exams are available at www.abcop.org; In addition, newly released [ABC Accreditation information](#) is now available to help guide patient care facilities as they undertake the steps necessary to achieve ABC Accreditation and strive to meet the new Medicare Quality Standards. We encourage all practice managers and business owners to read and review the [ABC Accreditation Guide](#) and contact us with any questions at accreditation@abcop.org.

On behalf of the ABC Board of Directors, we welcome the pedorthic community to the American Board for Certification and look forward to a prosperous future together.

- Tom Derrick, American Board for Certification in Orthotics & Prosthetics

PFA - The Pedorthic Footwear Association

The Pedorthic Footwear Association originally was named The Prescription Footwear Association. This group assists you with educational opportunities to network together at an annual symposium, coordinating vendor alliances, discounted products and services, books and supplies, etc.

COPE - Council on Pedorthic Education

The Council (COPE) is pleased that you are interested in the education process for becoming a Certified Pedorthist (C.Ped.) As C.Ped's, we offer a valuable service to our patients and customers. The pedorthic profession gives us meaningful and profitable careers, and we encourage you to explore this exciting career option.

CAPE - Commission on Accreditation of Pedorthic Education

Alliance – The International Alliance for Pedorthic Education and Advancement - merged with PFA as PFA Educators in 2008

The mission of The Alliance or the PFA Educators is to advance quality outcome based pedorthic education and training globally to potential and practicing pedorthists, other allied healthcare professionals, retailers and the public. You may reach the PFA by contacting www.cped.org links tab.

The Robert M. Palmer, M.D., Institute Of Biomechanics was voted as the Headquarters For The International Alliance of Educators for Pedorthic Education and Training for the years of 2005 – 2006, comprising the accredited educators in pedorthic pre-certification in the United States listed below:

Foot Solutions, Inc.
Oklahoma State University – Okmulgee
Temple University
The Robert M. Palmer, MD – Institute Of Biomechanics, Inc. / Ball State University

New York College of Podiatric Medicine
Scholl School of Podiatric Medicine
Eneslow Pedorthics School

PFOLA – The Prescription Foot Orthotic Laboratory Association

The Prescription Foot Orthotic Laboratory Association (PFOLA) is a non-profit professional Association dedicated to promoting and improving the efficacy of custom, prescription foot orthoses to the medical professions, the public, and to third-party providers of medical coverage.

The Chief Manufacturing Instructor of the RMPI has received accreditation from BAPFOL as a podiatric manufacturing laboratory holding the highest industry standards in manufacturing custom functional feet orthoses.

BAPFOL – The Board For Accreditation in Prescription Foot Orthotic Laboratories

BAPFOL is the accrediting body for the Prescription Foot Orthotic Laboratory Association.

Information for Prospective Students

Primary Topics of Education

This course teaches the fundamentals of pedorthics and the science of orthotics, footwear construction and modification techniques. The topics are selected to prepare you to sit for the American Board For Orthotics, Prosthetics and Pedorthics (ABC) Examination scheduled at numerous locations throughout the USA during the months of May, August and November, approximately the first week of each month.

Topics include:

- Practice Management
- Patient Management
- Foot Anatomy
- Biomechanics
- Pathology of Diseases
- Pedorthic Assessment
- Terminology
- Patient Evaluation
- Orthotics
- Shoe Assessment & Footwear
- Modifications Of Footwear

You will learn from a multi-disciplinary team of experienced health care professionals.

- Medical and Osteopathic Doctors
- Orthopaedic and Podiatric Surgeons
- Professors of Biomechanics
- Chiropractic Physicians
- Physical Therapists
- Pedorthists*
- Orthopedic Shoe Technicians
- Guest Lecturers – i.e. Gait and Biomechanical Analysis, current research projects in conjunction with Ball State University Biomechanics Laboratory

*Pedorthic Instructors are accredited as lab owners by the Board for Accreditation in Prescription Foot Orthotic Laboratories (BAPFOL) as having passed the Accreditation process in manufacturing functional feet orthoses with the highest industry standards.

Admission Policies and Procedures

General Qualifications:

All applicants must possess a high school diploma or its equivalent.

CAPE (The Council for Accreditation for Pedorthic Educators) has implemented a competency based pedorthic educational course beginning January 1, 2006. As of 2-18-2006, the required time to complete this course is 160 hours. Effective March 2, 2009, the ABC has mandated a 1000 hour internship requirement before sitting for the ABC exam.

Level 1 & 2: Candidates are required to attend Level 1 & 2 and successfully complete and pass both a hands-on test as well as a written exam before proceeding to the next level. Levels 1 & 2 are provided consecutively. Upon the successful completion of these two levels the candidate is eligible for the certificate of Registered Footwear Technician. Level 1 & 2 offers a program in which a candidate may arrive for the course, pay full price for the course and test out of Level 1 & 2 after successfully completing both the hands-on and written exams.

Level 3: It is mandatory that all candidates attend the entire Level 3 course unless they meet specific degree qualifications approved by the ABC, CAPE/NCOPE. Upon the successful completion of this level the candidate is eligible to sit for the ABC exam which is offered twice a year at various national locations in the USA.

Internships: The internship requirement has been postponed until 2009

Tuition, Fees and Expenses

2006 - Present Date - ABC Compliant Courses:

Level 1, 2 & 3 provided in Elwood, Indiana - \$4000.

Level 1, 2 & 3 \$4500 (Outside Elwood, Indiana).

Level 1 & 3 Online - \$1000 per course, open enrollment Internet based course.

Note: \$500.00 deposits or less are non-refundable.

10% service fee for financial plan candidates for cancellation prior to 30 days prior to the course.

There is no refund within 30 days of any course or once Online instruction or live instruction has begun.

Cancellations and Refunds

This course is non-refundable.

Regretfully, failure to pay for the course upon enrollment will terminate your attendance and you may be required to pay an overtime fee for a RMPF faculty member to assist you with making up any hours missed. You may be requested to attend a course at another location to make up any hours missed.

Financial Aid

Scholarships

1. The Pedorthic Footwear Association has several scholarships and grants for 2007. Visit www.pedorthics.org more information. Scholarship deadline is January 31 of each year. The contact person for the scholarship application is provided below:

Harriet Cavanah Dart, C.Ped
President, Pedorthic Footwear Foundation
2101 Waukegan Road #104
Bannockburn, IL 60015
T>847-444-0690 Fax>847-444-0399
harriet.dart@scheckandsiress.com
cell>847-370-2088

2. The Theodore H. Morden Scholarship Fund - Athletic Scholarship.
3. The Carl Riecken Scholarship Fund - Specifics To Be Announced.
4. Learning Disabilities Scholarship Fund.
5. Clyde Edwards Scholarship Fund - The Contribution to Pedorthic Profession.
6. Survivors of Intimate Abuse Scholarship Fund.
7. Financial Aid Scholarships (total of 3 available - 2009) please visit www.rmpi.org for financial aid scholarships available.

Advanced Placement

Contact ABC at www.cped.org for current policies on advanced placement.

Prerequisites

College level Human Anatomy, Physiology or Kinesiology is suggested, but not required. High school diploma or GED is required. An Associates Degree may be mandated in the upcoming years.

ADA Technical Standards

All applicants accepted to RMPi must be able to meet the School's technical standards. Students are asked to review the standards and to sign a form certifying they have read, understand, and are able to meet the standards. RMPi's Technical Standards are as follows:

- The ability to demonstrate an understanding of foot and ankle anatomy, biomechanics, and foot pathologies.
- The ability to properly fit shoes and pre-made foot orthosis.
- The ability to demonstrate an understanding of the BCP scope of practice and code of ethics.
- The ability to demonstrate an understanding of Pedorthic Evaluation techniques, Foot Orthoses fabrication and Shoe Modifications.
- The ability to demonstrate an understanding of Advanced Anatomy, Physiology, Pathomechanics, Systemic Diseases, Custom Molded Shoes, Subtalar-Control Foot Orthosis, Patient Management and Implementation, and Practice Management.

Grades

A minimum grade of 70 percent is required to pass each Level. The student may be allowed to retake the exam in 24 hours upon instructor approval.

Grading Scale

Pass / Fail = 70% required to pass

Course Participation, Policies and Procedures

It is recommended that you begin each module with the book "Introduction To Pedorthics" as your study guide. Read each chapter of the book that corresponds with each module to help you to retain the information and pass your course exams.

To begin your Online education, please visit our website at www.rmpi.org

On our website, go to tab: Online Courses, then tab: Online Courses Overview: **There is pertinent information, regarding system requirements for your computer as well as course submission deadlines, so please take the time to read this section on the website. Below lists the format required for submitting course assignments. Please print this document for easy access while performing your online course requirements.**

If you need technical assistance from our IT Department please contact us via: support@rmpi.org

Level 1 - Online Participation, Course Assignments and Final Exam

Please forward your online assignments to online@rmpi.org or fax them to 765-557-7223. When submitting your assignment, please attach a word document with your homework completed in the document, do not complete your assignment as merely an email correspondence. You are required to save your word document in the format provided below:

Please be sure to place the identical title in the subject matter of your email when submitting your saved word document via email transmissions.

Note: Self Assessments are not to be forwarded to your professor.

John Doe MM-DD-YR Module #1 Terminology - Level 1
John Doe MM-DD-YR Module #2 Anatomy - Level 1
John Doe MM-DD-YR Module #3 Biomechanics - Level 1
John Doe MM-DD-YR Module #4 Pathology - Level 1
John Doe MM-DD-YR Module #5 Shoe Fit - Level 1
John Doe MM-DD-YR Module #6 Shoe Construction - Level 1
John Doe MM-DD-YR Module #7 Prefab - Level 1
John Doe MM-DD-YR Module #8 Retail - Level 1
John Doe MM-DD-YR Module #9 Final Exam - Level 1 (New Password Required)
John Doe MM-DD-YR Module #10 (Optional Review - Level 1)

Level 2 - Attendance

Students are expected to attend all class sessions. Students who fail to attend classes regularly or otherwise, demonstrate a lack of appropriate concern for satisfactory academic progress toward program objectives and may be withdrawn from the institution. Please see Course Schedule listed below for specific details of violation in arrival and departure times.

Level 3 - Online Participation, Course Assignments and Final Exam

Please follow the same instructions provided above in Level 1 - Online Participation, Course Assignments and Final Exam but title Level 3 documents as outlined below.

Note: Self Assessments are not to be forwarded to your professor.

John Doe MM-DD-YR Module #1 Anatomy 1,2 - Level 3
John Doe MM-DD-YR Module #2 Physiology 1,2 - Level 3
John Doe MM-DD-YR Module #3 Pathology 15 Case Studies - Level 3
John Doe MM-DD-YR Module #4 Pathology Arthritis/CMT - Level 3
John Doe MM-DD-YR Module #5 Custom Shoes/SCFO - Level 3 (Performed in Level 2 Hands-On at RMPI)
John Doe MM-DD-YR Module #6 Patient Management - Level 3
John Doe MM-DD-YR Module #7 Practice Management - Level 3
John Doe MM-DD-YR Module #8 Case Studies - Optional - Level 3
John Doe MM-DD-YR Module #9 Final Exam - Level 3 (New Password Required)
John Doe MM-DD-YR Module #10 (Optional - Review) - Level 3

Student Appeal of Final Grade

Upon the completion of a Level in which a student is enrolled and in receipt of the final grade, a student who feels their grade was incorrectly reported may appeal the receipt of said grade.

- The student will first attempt to resolve the difference of opinion relating to the grade with the faculty person.
- If resolution cannot be obtained through the faculty person, the student should then consult the Program Director.

Final Exams

The student may be allowed to retake the exam upon instructor approval. This will require student counseling and additional research by the student before being allowed to retake the exam. Each level has a Final Exam. Level 1 & 3 are password protected to maintain the integrity of the exam. A grade will be assessed and an overview of the topics missed to aid the student with reviewing. The answers to the exam are not provided; to maintain the integrity of the exam. Level 2 has one final exam and three mandatory competency based projects to complete; mock healing of two diabetic lesions via insoles, mock healing of diabetic ulcer with shoe modifications, and miscellaneous course workbook requirements.

Dismissal

Any student, who willfully by use of violence, force, coercion, threat, intimidation or fear, obstructs, disrupts or attempts to obstruct or disrupt, the normal operations or functions of the RMPI or who orally or in writing advises, procures or incites others to do so shall be subject to dismissal from the RMPI.

Student Conduct

Students are expected to cooperate in maintaining a classroom environment conducive to learning. Courteous and respectful behavior will be expected from all students.

Classroom Etiquette

1. Please turn pager and cell phones to vibrate; please ensure that you handle important phone calls during breaks, lunch and dinner.
2. During a live video taping, please try to remain seated, a beverage or mint might be appropriate to assist with any throat irritation. Please open snacks and beverages before filming begins.
3. Please respectfully, refrain from the following during class:

You may receive an RMPI disciplinary action and your employer notified as well as be asked to discontinue your studies and forfeit your tuition and instruction with the RMPI upon the following occurrences:

1. Second offense of tardiness to class or leaving early upon formal notice from RMPI.
2. Verbal abuse, vulgarity, sexual harassment or disrespectful behavior.
3. Alcohol, drug or cigarette usage on the premises of RMPI or clinical internship sites.
4. Unsafe or improper conduct with patients or students.
5. Unsafe or improper conduct using machinery and tools.

Academic Dishonesty

Academic dishonesty or misconduct is neither condoned nor tolerated at RMPI. Any student found guilty of academic dishonesty or misconduct shall be subject to disciplinary action. Academic dishonesty and/or misconduct include, but are not limited to, the following actions:

(1) Plagiarism: the representation of previously written, published, or creative work as one's own; (2) Unauthorized collaboration on projects; (3) Cheating on examinations; (4) Unauthorized advance access to exams; (5) Fraudulent alteration of academic materials; (6) Knowing cooperation with another person in an academically dishonest undertaking.

Students are required to actively protect their work against misuse by others.

Communicable Disease Policy

We strongly recommend that you be vaccinated against Hepatitis A, meningitis, chickenpox, and influenza.

Counseling

Counseling Services are provided to students in the form of individual sessions. Referrals to community agencies are provided as needed. Crisis intervention is also an integral part of this office working in conjunction with local police.

Students may contact the Program Director for an appointment. All services are free of charge and regarded confidential.

Evaluations

Student evaluations are an essential source of information on how well an online course is meeting its objectives and can point to ways to improve course design and delivery. Students will be required to complete evaluations as required by the Program Director.

Fair Practices

The RMPI Board has a special obligation to have its operations serve as a model for education. Neither the Board nor any official who is responsible to the Board shall, therefore, in policy or in practice, discriminate on the basis of race, creed, color, religion, sex, national origin, age, or physical or mental disability except where it relates to a bona fide occupational qualification.

Student Resources

- Local Information can be found on www.elwood.org .
- Demographic and map data can be found at <http://www.city-data.com/city/Elwood-Indiana.html> .
- Flights should be booked to Indianapolis International Airport at <http://www.indianapolisairport.com/> . RMPI may be available to shuttle students from the airport to RMPI with prior notice.
- Car rental is available at the Indianapolis International Airport. Drive time to Elwood is about 1 hour and 15 minutes.
- There are limited accommodations in Elwood. However, there are many quality accommodations in Noblesville and Anderson less than 30 minutes away.
- RMPI will soon have dormitories available. As of 2009, modest, limited free housing is available on a first-come-first serve basis; limited availability. Please call for updates.

Housing and Transportation Information

Please visit our website for current housing and transportation information at www.rmpi.org

Course Schedule

Standard Course Schedule

Some sponsors may alter the schedule to meet their corporate requirements, you will be notified of specific changes as they develop.

Class Begins At 8:00 AM (Please arrive on time; your cooperation is required)

Three ten minute breaks at: 10 AM, 2 PM & 4 PM during lectures; varied during hands-on.

Lunch 12 – 1

Dinner 5 – 6

Class Ends at 8:30 PM

A Bonus Half Day is offered the last day of each class to permit students to 1) finish their competency based projects 2) for those desiring specific instruction on a topic or 3) for those desiring to utilize the many resources available at the RMPI for review to assist with their success in passing the ABC exam.

The Indianapolis International Airport is 1 hr and 15 minutes south of the RMPI.

Please check your flight arrival and departure times as tardiness or early release may forfeit your certificate. Private tutoring may be available and deemed necessary at \$100.00 per hour for those in violation of course arrival and departure times. Otherwise, the participant may be required to return to complete their course curriculum and competency based projects at a later date. Please note there is a \$250.00 fee for course reinstatement.

Please respect the rights of those who 1) have medical or dietary needs, 2) desire to participate in the academic guidelines established for routine breaks, lunch and dinner to ensure a successful program to all or 3) allowing participants scheduled times for business or personal issues to be addressed during the course.

Curriculum Narrative

The mission of RMPi is to educate consumers and allied health professionals in biomechanical principles, diagnosis, treatment and prevention of musculoskeletal injuries and malalignments in adolescents and adults. We seek to improve the quality of biomechanical performance while enhancing and promoting adolescent and adult active lifestyles.

Our team of professionals takes great pride in changing the history of biomechanics by applying innovative theory and principles. We further accomplish our mission objectives by sharing our latest clinical and research finding through publications of findings in related peer reviewed journals and through Continuing Medical Education opportunities.

The goals and objectives of the pedorthic pre-certification program is to provide competency-based education to aspiring pedorthists through lectures, laboratory work, and supervised clinical experience to provide a sufficient body of knowledge to make them competent to enter the field of Pedorthics. The successful student will demonstrate an understanding of foot and ankle anatomy, biomechanics, and foot pathologies. The successful student will also have the ability to properly fit shoes and pre-made foot orthosis. The successful student will also demonstrate an understanding of the ABC scope of practice and code of ethics. The successful student will demonstrate an understanding of Pedorthic Evaluation techniques, Foot Orthoses fabrication and Shoe Modifications. Finally, the successful student will demonstrate an understanding of Advanced Anatomy, Physiology, Pathomechanics, Systemic Diseases, Custom Molded Shoes, Subtalar-Control Foot Orthosis, Patient Management and Implementation, and Practice Management.

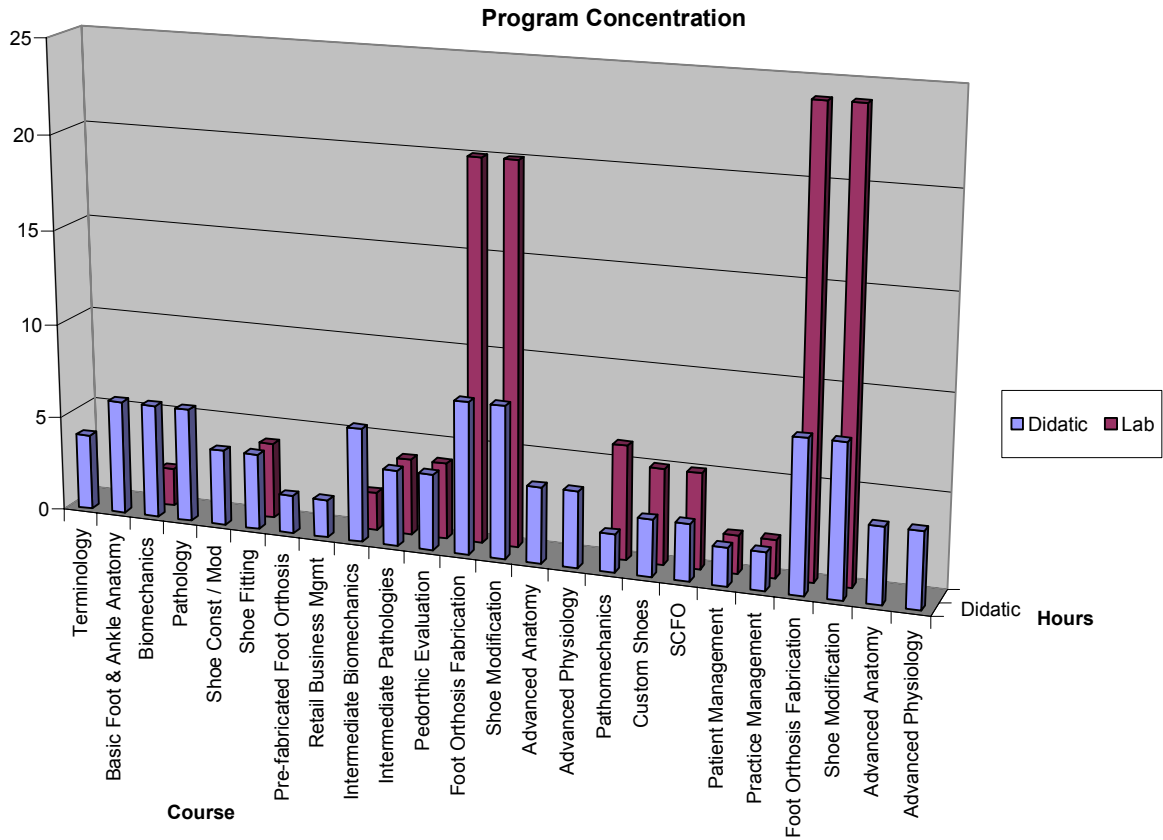
Students take an average of 160 hours of didactic and lab courses to complete the program competencies. Since CAPE/NCOPE Standards are competency-based and not clock hour based, the amount of time to complete the course competencies varies from student to student.

Standard courses are offered based upon a 40 hour instructional week. Fast track courses are offered from time to time that meet 10 hours per day for up to 6 consecutive days. In this case the maximum number of hours the student attends in a week is 60 hours.

One good example of didactic and clinical / lab time integration of instruction is the mock clinical day in Level 3 Pathomechanics. The day consists of each student scheduled with patients, consisting of individual case studies. Each student has a new case study every 15-30 minutes. Students receive mock calls from “physicians” asking for status and assessments on their patients. Students receive mock phone calls from insurance companies, manufacturers, irate patients, and sometimes young family members just wanting to chat and burn off valuable time. Some patients cancel, others are double booked. At any time students can walk away from their desk and “call” the instructor for a consultation. This exercise allows the student to experience real life circumstances and allows a good opportunity for the instructor to assess competency. There are other similar instructional opportunities like this throughout RMPi’s program as well.

Student competency is tracked via different, but specific assessment tools. First, individual competency is assessed via direct questioning. It is the responsibility of the faculty to integrate questioning techniques and assess responses to use as a tool to assess student progress and adjust learning modalities. Students are also required to take a Self Assessment at the end of each module / course. This provides immediate feedback and motivates the learner to study or seek assistance from peers or the instructor. Lab projects are also subject to grading and

feedback. These grades do count towards the final grade, but are another source for immediate feedback for the student and a tool for the instructor to adjust learning modalities.



Each level completed requires a comprehensive final exam of 50 questions to pass that part of the program. A passing grade of 70% is required to pass onto the next level. A total of 150 questions are presented, 50 at each level, which the student must pass with 70% or better to be considered competent.

Cape Requirements of Level 1,2,3 - 2008 - Present



at Doc

MINIMUM REQUIREMENTS FOR CAPE		
RMP Introduction	Basic Anatomy	Biomechanics
Code Of Ethics	Surface Anatomy	Cast Analysis
Practice Management	Diagnostic Anatomy	Compensation One

Patient Management	OSU Anatomy	Tekscan Gait
	Team One / Team Two	Chalk-N-Walk Stride Length
		Apex Gait

Module 4	Module 5	Module 6
Pathologies	Pathologies	Pedigraphs x 6
Compensation Two	DeFrese Rph, DO - Cells	I-Step
Pedowitz DPM	Morden DPM – Surgery	Chalk-N-Walk
Herbst MD – Amputations	Wernick DPM - Sports	Pedigraph Sizing Analysis
Nash MD - Vascular	Offutt DPM – STJ Pronation	
Herbst – Charcot	Herbst MD – PTTD	
Van DPM – Amputations	Herbst MD - Clubfoot	
PhD – Unloading	Palmer MD – Lis Franc	
Fancher PT – Wound Care	Miller DPM – Digital	

Module 7	Module 8	Module 9
Pedigraph Analysis	First MPJ/Lesion/PF First Ray	Pediatric Shoe Modifications
Insole Test	Calcaneal Stance Position	Internal Tibial Torsion
	Pedigraph Artificial Pathology	Pronation
	Insole Accommodations	Healthy Feet
	Henry Ford Orthosis	Bionic Kidz

Module 10	Module 11	Module 12
Copolymer Plate	Biofoam Casting	Forefoot Planes
Direct Mold	STN Non-weightbearing	Forefoot Planes Test
Custom Molded	Pouring Techniques	
Amputee Fill-in	Lundeen Interview Video	

Module 13	Module 14	Module 15
Functional Feet Orthoses	ProLab Pres. Writing Video	Ambulatory Shoes
Platforming	Orthosis Terminology	OTC Products
Expansion	Posting	Apis Extra Wide Shoes
Manufacturing	Modifications	
Manufacturing Video	OSI Selection Guide	

Module 16	Module 17	Module 18
Dual Axis AFO's	Sole Removal Left Shoe	Sole Removal Right Shoe
Ritchie	Full Sole Lift Left	Toe Only Rocker Right
Standard	No Heel Spring	No Heel Spring
Arizona Brace Video	With Heel Spring	With Heel Spring
Toe-Off – CAMP	Lateral Sole Widening	Heel To Toe Rocker
SureStep Pediatric	Medial Reinforcement	Severe Angle Rocker
SCFO	Med Heel / Lat FF Wedge	Chalk-N-Walk MH Pressure
	Chalk-N-Walk Analysis	Stride Length Analysis
	Ab/Adduction Analysis	
	Consider Apis Sole Widening	

Module 17	Module 18	Module 19
Custom Shoes	Shoe Analysis	Prosthesis
Custom Shoe Casting	Shoe Design	Safio Video

Casting Sock	The Shoe Fits Video	
Bivalve		
Plaster		
Foot Measuring Technique		

Module 20	Module 21	Module 22
Advanced Techniques	Miscellaneous Videos	Pre-Test
Dual Axis	Miscellaneous Lectures	Post Test
Study One		Insole Test
Blake Inverted		Forefoot Planes Test
Kirby Skive		Shoe Fit Video Test
Raymond Anthony Book		Post Test
		Review Pre-Post Test
		OSU Review (If time permits)

Module 23	Module 24	Module 25
Course Conclusion	Axes	Advanced Posting Techniques
Evaluations	Advanced Posting	Biaxial
Certificates	Fundamentals Of - Functional Feet Orthoses	Triaxial
		Kirby Skive
		Blake Inverted
		Dannenberg Kinetic Wedge

Module 26	Module 27	Module 28
Accommodations	Clinical Internship	Business Management
Extensions	Podiatry Practice	And Consulting
	Orthopedic Practice	

Module 29	Module	Module
See Subject Titles Data		

Module	Module	Module

Guest Lecturer's - Please consider joining our "Partners In Alignment" lecturing team. We are interested in your knowledge, talents and expertise on a topic of your choice to enhance our future Associates Degree Program in Pedorthic Biomechanics. Please consider completing the form titled "Call for Presentations" under the Form Tab and submitting it to the RMPI at your earliest convenience.

Course Syllabus - Level 1, 2, 3 Pedorthics

Course Objectives:

Upon successful completion of this course, the student should understand and demonstrate basic knowledge in foot and ankle anatomy, biomechanics, and common foot pathologies. The student should be able to demonstrate the ability to properly fit shoes and pre-made foot orthoses.

Purpose and Organization:

The student will utilize classroom lecture and lab time that uses a variety of learning theory principles, including opportunities to collaborate, cooperate, engage other students, and utilize multiple learning pathways. Students will have an opportunity to interact, participate in self-assessments, and develop new skills.

Students will be required to participate in classroom discussion. Each student will be assigned projects relating to this course by their instructor. A comprehensive exam is required at the end of each Level. **Students failing to take the exam will receive a failing grade.**

Final exam will be proctored at RMPI at a date and time posted by the Program Director.

Instructor Phone: 765-557-7216

Instructor Name: Varies

Instructor's Email: online@rmpi.org

School Administrative Hours: 9 – 5 EST

Instructor's Office Hours: Varies

RMPI Travel Department: 765-425-9012

RMPI Technical Assistance / IT Department: support@rmpi.org

Required Text, References and Materials

It is essential that the student acquires and reads these books. It is not unreasonable to spend 40-80 hours reading these books prior to taking the ABC exam. Individual reading assignments for this course will be assigned by the instructor.

Texts:

- Introduction To Pedorthics (Recommended study tool when performing Levels 1 & 3)
- Professional Shoe Fitting (Recommended study tool when performing Levels 1 & 3)
- Contemporary Pedorthics (Recommended review tool prior to ABC Exam)

- The Foot, Examination & Diagnosis
- Pedorthic Reference Guide
- CD Encyclopedia
- CD-Series 1 Foot Anatomy
- CD 30 Common Foot Pathologies
- RMPI Biomechanical Overview for review
- RMPI Review PPT for review (under development but available for viewing)
- RMPI Classifications Of Diseases review (under development)
- RMPI Advanced Review Test (projected release April 2009)

Materials:

Required:

- Book with pathologies to use for pathology homework assignment or Laptop for internet accessibility (Elwood City Library is available across the street from RMPI for convenience in completing assignment)
- Minimum of one pair of shoes with unique wear patterns. Consider purchasing shoes from Good Will or Salvation Army; RMPI asks you to consider donating shoes to RMPI
- One pair of orthopedic or athletic shoes in participants size for disassembling
- Shorts to use for gait lab; exposing thighs and knees - long shorts are not acceptable
- Uniform Scrubs (preferably blue) or conservative professional attire; properly ironed and hemmed for clinical internship
- Note pad for dictation and/or instructions during clinical and hands-on

Recommended by not required:

- Movable foot skeleton
- Pedigraph, Harris Mat or 10 Pressure Stat Forms
- Inexpensive rubber sandals for casting day to prevent barefooted walking

Estimated Cost for Materials

Books, CD & Reference Materials will cost around \$500-\$700. For a current price list or to order your books you may call RMPI Learning Resource Center at (765) 557-7216.

Course Competencies

All competencies will be assessed through final exams or hands-on analysis and inspection.

Course Activities

Grade will be based on the quality and completion of required tasks.

Level 1, 2, 3 Final Exams 100%

Americans With Disabilities Act (ADA)

According to the Americans with Disabilities Act, each student with a disability is responsible for notifying RMPI of his or her disability and to request accommodations. If any member of the class

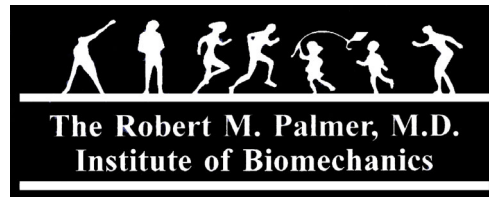
feels that he/she has a qualified disability and needs academic accommodations, he/she should notify RMPI to request verification of eligibility for accommodations. Faculties have an obligation to respond when they receive official notice to provide academic accommodations but are under no obligation to provide retroactive accommodations.

Americans With Disabilities Act Technical Standards

All applicants accepted to RMPI must be able to meet the School's technical standards. Students are asked to review the standards and to sign a form certifying they have read, understand, and are able to meet the standards. RMPI's Technical Standards are as follows:

- 1. The ability to demonstrate an understanding of foot and ankle anatomy, biomechanics, and foot pathologies.
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- 2. The ability to properly fit shoes and pre-made foot orthosis.
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- 3. The ability to demonstrate an understanding of the BCP scope of practice and code of ethics.
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- 4. The ability to demonstrate an understanding of Pedorthic Evaluation techniques, Foot Orthoses fabrication and Shoe Modifications.
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- 5. The ability to demonstrate an understanding of Advanced Anatomy, Physiology, Pathomechanics, Systemic Diseases, Custom Molded Shoes, Subtalar-Control Foot Orthosis, Patient Management and Implementation, and Practice Management.

ROBERT M. PALMER, M.D. INSTITUTE OF BIOMECHANICS INC.



A 501(c)(3) Not-For-Profit School
Founded 1996 - Incorporated 2003

1601 Main Street, Elwood, Indiana 46036 765-557-7216 www.pedorthicbiomechanics.org

Thank you for taking the time to learn about the Cape Protocols and Enrollment Protocols of the RMPI. Open communication is the key to your success between patients as well as the faculty and staff of the RMPI.

If for any reason, you are unable to meet the protocols established in this document, please do not hesitate to discuss your specific needs so that we may find a suitable alternative educational experience for you or your company either within the RMPI or through a creative effort, making your experience with the RMPI a win-win for both you and our staff, volunteers and adjunct faculty.

It is our goal to be of service to you and supply you with an exceptional opportunity to receive knowledge, career options, advancement potentials, professional and personal growth and enlighten you to the applications of pedorthic biomechanics as you seek to reach your own goals.

As the visionary founder of the RMPI, I want to personally thank you for choosing the RMPI for your pedorthic educational experience. Your support, whether in a tuition payment, scholarship participation, donations to the RMPI, shared knowledge or merely your participation, helps us to learn as well as reach our long term vision...helping people...step by step...

Pamela P. Haig, C.Ped.

Vice President, Visionary Founder

