

Master Osteopathic Practice Standards Checklist



General
Osteopathic
Council

Key: **ACP** Assessment of Clinical Performance
FEoPQ Further Evidence of Practice Questionnaire

STANDARDS**CHECKLIST**

A1 You must have well-developed interpersonal communication skills and the ability to adapt communication strategies to suit the specific needs of a patient.

ACP

Does the applicant:

- > Communicate effectively with the patient?
- > Recognise possible communication difficulties with the patient, and adapt their communication skills accordingly?

A2 Listen to patients and respect their concerns and preferences.

ACP

Does the applicant:

- > Communicate effectively with the patient by talking and listening to them?
- > Adapt appropriately to any voiced disquiet, patient discomfort or non-verbal body language?
- > Adapt to the specific needs of the patient in relationship to gender, ethnicity, disability, culture, religion or belief, sexual orientation, lifestyle, age, social status or language?
- > Demonstrate an appropriate range of time keeping skills throughout each phase of the consultation that is appropriate to the needs of the patient?
- > Communicate clearly with patient as to which intimate area(s) they wish to examine and treat, why they wish to do so, and how this will be carried out?
- > Ensure that they gain patient understanding as to how and why this examination and treatment will be carried out?

A3 Give patients the information they need in a way that they can understand.

**ACP
FEoPQ**

Does the applicant inform the patient:

- > About their right to have a chaperone present?
- > That they can stop the examination or treatment at any time?
- > About what to realistically expect from the applicant as an osteopath?
- > About any material or significant risks associated with any clinical action proposed pertinent to the specific patient's presenting situation and needs?

ACP

Does the applicant:

- > Explain clearly the proposed course of clinical action or treatment?
- > Check with the patient as to their understanding of this action and any associated risks?
- > Identify and adapt to the patient's communication difficulties whilst examining or treating them?

STANDARDS

CHECKLIST

A4 You must receive valid consent before examination and treatment.

ACP

In gaining valid consent from the patient does the applicant ensure or take all steps to consider:

- > That the patient is competent, and has the capacity to give consent?
- > That if the patient appears not to be competent to understand they do not proceed further?
- > That any information given to the patient is contextually sensitive and takes into consideration age, disability, and cultural background.
- > That the patient is able to give consent voluntarily without being made to feel under pressure.
- > That consent is an ongoing process during treatment?

A5 Work in partnership with patients to find the best treatment for them.

**ACP
FEoPQ**

Does the applicant:

- > Interact with and involve the patient during the examination and treatment phases of the consultation?
- > Involve the patient in treatment and management planning?
- > Demonstrate a reasoned and appropriate course of management action for this specific patient?

A6 Support patients in caring for themselves to improve and maintain their own health

**ACP
FEoPQ**

Does the applicant:

- > Provide sufficient information for the patient to be able to make an informed choice as to which course of action they wish to proceed with?
- > Offer the patient the opportunity to inform their GP or other healthcare professionals about receiving osteopathic treatment?

B1 You must understand osteopathic concepts and principles, and apply them critically to patient care.

**ACP
FEoPQ**

Does the applicant:

- > Apply osteopathic principles and concepts in their clinical decision making?
- > Justify and critique their understanding and application of osteopathic principles and concepts in evaluation and management specific to the patient?
- > Apply a range of osteopathic approaches that are informed by their analysis of the context of the presenting patient?
- > Consider the patient as whole in the context of the presenting complaint?
- > Use palpation as an evaluation, diagnostic, treatment and re-evaluation tool?

STANDARDS

CHECKLIST

B2 You must have sufficient knowledge and skills to support your work as an osteopath.

ACP
FEO PQ

Does the applicant demonstrate an underpinning knowledge base sufficient to:

- > Recognise the clinical signs of dysfunction and interpret their significance given the context of the specific patient and their presenting complaint?
- > Develop treatment and rehabilitation strategies given their understanding of the specific context of the patient?
- > Inform their clinical judgment and generation of diagnostic hypotheses throughout each phase of the consultation?
- > Recognise where there might be underlying pathology and facilitate the onward referral of the patient for additional or alternative investigations, and/or treatment?
- > Recognise any pertinent psychosocial issues and the impact these might have on the specific context of the presenting patient?
- > Apply osteopathic technique safely and effectively given the context of the presenting patient?

ACP
FEO PQ

Does the applicant demonstrate:

- > Well developed palpatory skills?
- > The effective use of palpation as an evaluation tool?
- > How they interpret the findings of palpation to inform their clinical reasoning through the examination and treatment phases of the consultation?
- > The ability to carry out, and interpret, an evaluation of the patient that is informed by the presenting signs and symptoms, is modified to the needs of the patient, and includes observation, palpation and motion evaluation (both active and passive)?
- > Problem-solving and thinking skills, in their evaluation of the patient through the different phases of the consultation, that informs clinical reasoning and decision-making processes?
- > Good physical practitioner handling skills being mindful of their own and patient's morphology?
- > The application of suitable strategies to protect themselves psychologically in any interaction with the patient?

B3 Recognise and work within the limits of your training and competence.

ACP
FEO PQ

Does the applicant:

- > Have the skills and competence to treat a patient?
- > Consider the need to seek advice or assistance for ongoing patient care?

STANDARDS

CHECKLIST

B4 Keep your professional knowledge and skills up to date.

ACP
FEO PQ

Does the applicant demonstrate:

- > That they have kept their professional knowledge and skills up to date?
- > That they are able to monitor, and act accordingly, on the quality of osteopathic care they provide?
- > How they integrate contemporary advice related to osteopathic healthcare into their practice? (for example: guidelines, risks and adverse reactions)

C1 You must be able to conduct an osteopathic patient evaluation sufficient to make a working diagnosis and formulate a treatment plan.

ACP
FEO PQ

Does the applicant demonstrate the ability to:

- > Take and record a detailed case history? (This should include any problems and symptoms reported by the patient; general health across all body systems, relevant medical, surgical and traumatic history; family and social history)
- > Make and record an analysis of the presenting complaint given the context of the case history?
- > Adapt their interview and enquiry skills to their perception of the specific needs of that patient? (for example: pain levels, psychosocial issues, and communication ability).
- > Take into consideration the significance of possible predisposing factors, such as physiological, psychological and social issues, in their analysis of the presenting complaint?
- > Select and conduct a range of clinical examinations / investigations that are initiated from the case history analysis and are adapted or modified to the needs of the patient?
- > Formulate diagnostic hypotheses informed by the analysis of the case history, observation of the patient, and the examination findings?
- > Develop a working osteopathic diagnosis?

C2 You must be able to formulate and deliver a justifiable osteopathic treatment plan or an alternative course of action

ACP
FEO PQ

In developing a treatment and management plan does the applicant:

- > Select and justify a treatment and management approach that is developed from the information gathered from the different phases of the consultation, and informed by the working diagnosis?
- > Take into consideration the specific needs and expectations of the patient?
- > Consider their personal limits of competence?
- > Consider and discuss with the patient the likely effects of treatment?
- > Identify the suitability of, modification of, or contra-indication to using specific osteopathic techniques given the needs of the patient, the context of their presenting complaint and history?

STANDARDS

CHECKLIST

C2 Continued.

You must be able to formulate and deliver a justifiable osteopathic treatment plan or an alternative course of action

ACP
FEO PQ

In applying treatment does the applicant:

- > Monitor the effects of treatment during and after its application?
- > Adapt the application of either technique or treatment approach in response to ongoing palpation?
- > Evaluate post treatment response?
- > Justify the continuance, modification or cessation of osteopathic treatment?
- > Recognise, and take appropriate remedial action to deal with, an adverse reaction to osteopathic treatment?

C3 Care for your patients and do your best to understand their condition and improve their health.

ACP
FEO PQ

Does the applicant demonstrate that:

- > They endeavour to develop a good rapport with their patient?
- > They have attempted to understand the context of a patient's presenting complaint and its significance to that patient?
- > They have attempted to improve the patient's health and well-being?

C4 Be polite and considerate with patients.

ACP

Does the applicant demonstrate that that are polite and considerate with patients?

C5 Acknowledge your patients' individuality in how you treat them.

ACP

Does the applicant acknowledge, respect and acknowledge the patient's wishes and expectations?

C6 Respect your patients' dignity and modesty.

ACP

Does the applicant take all necessary steps to ensure that they acknowledge the patient's needs, and respect their dignity and modesty? (for example: taking into consideration cultural and religious backgrounds; patient sensitivities in the need to undress for examination and treatment purposes; the actual act of undressing; exposure during examination and treatment; the patient's wishes for a chaperone)

C7 Provide appropriate care and treatment.

ACP
FEO PQ

Does the applicant throughout each phase of the consultation, and overall, demonstrate that they are able to provide appropriate care and treatment for the patient?

STANDARDS

CHECKLIST

C8 Ensure that your patient records are full, accurate and completed promptly.

ACP
FEO PQ

Do the patient records contain:

- > The date of the consultation?
- > The patient's personal details?
- > Any problems and symptoms reported by the patient?
- > Relevant medical, family and social history?
- > The clinical findings, including negative findings?
- > The information and advice provided, whether this is provided in person or via the telephone?
- > A working diagnosis and treatment plan?
- > Records of consent, including consent forms?
- > The investigation or treatment undertaken and the results?
- > Any communication with, about or from the patient?
- > Copies of any correspondence, reports, test results, etc. about the patient?
- > Clinical response to treatment and treatment outcomes?
- > The location of the treatment if outside the usual consulting rooms?
- > Whether a chaperone was present or not required?
- > Whether a student or observer was present?

C9 Act quickly to help patients and keep them from harm.

Is the applicant aware of the obligations they are under to protect patients from risk posed by colleagues, other practitioners, or staff members (if applicable) where concern is raised as to their health, conduct or professional performance?

D1 You must consider the contributions of other healthcare professionals to ensure best patient care.

ACP
FEO PQ

Does the applicant:

- > Provide any evidence of consideration of other healthcare approaches in the management plan of the patient?
- > Understand the contribution of osteopathic treatment in context of primary care provision?
- > Consider referral to other disciplines in order to request further investigations as appropriate?
- > Understand the indications for referral?
- > Provide copies of communications with other members of the healthcare team?

D2 You must respond effectively to requirements for the production of high-quality written material and data

Does the applicant provide evidence of:

- > An adequate level of information and communication technology skills
- > Mechanisms for storing and retrieving financial and other practice data to comply with legal requirements

STANDARDS

CHECKLIST

D3 You must be capable of retrieving, processing and analysing information as necessary.

FEoPQ

Does the applicant provide evidence of:

- > Their ability to collect & analyse data about professional practice?

D4 Make sure your beliefs and values do not prejudice your patients' care

Does the applicant provide evidence to ensure that they are aware that whatever beliefs and value systems they hold do not prejudice their care and management of a patient?

D5 You must comply with equality and anti-discrimination laws

Does the applicant provide evidence of their understanding and implementation of equality and anti-discrimination legislation?

D6 Respect your patients' rights to privacy and confidentiality

Does the applicant provide evidence to support :

- > the manner in which they ensure patient confidentiality?
- > how they ensure their members of staff, if applicable, conform to the requirement for confidentiality?
- > An adequate and secure method for storing patient information and requests?
- > Their policy on the retention of patient records?
- > How they comply with the law on data protection?

D7 Be open and honest when dealing with patients and colleagues and respond quickly to complaints

Does the applicant provide evidence of a formal complaints procedure?

D8 Support colleagues and cooperate with them to enhance patient care

Does the applicant provide evidence of how they operate a 'handover' procedure regarding patient care.

If applicable, does the applicant provide evidence of how they inform their staff about:

- > patient confidentiality, retention of medical records, the boundaries of professional relationships with patients, colleagues and other healthcare professionals?
- > The complaints procedures operated by the practice?
- > Ensure that they have a working knowledge of the relevant legislation and its implementation to their particular workplace?

STANDARDS

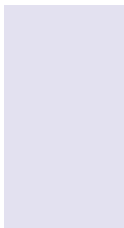
CHECKLIST

<p>D8 Continued. Support colleagues and cooperate with them to enhance patient care</p>		<p>If applicable, does the applicant provide evidence of necessary requirements, support mechanisms and adequate resources:</p> <ul style="list-style-type: none"> > for their associates or assistants? > the training of junior colleagues and osteopathic students? <p>If applicable, does the applicant provide evidence of how they develop and maintain effective teaching skills?</p> <p>If applicable, does the applicant provide evidence of their policy on observation of their practice by potential osteopathic students?</p>
<p>D9 Keep comments about colleagues or other healthcare professionals honest, accurate and valid</p>		<p>Does the applicant demonstrate awareness of the need to be respectful of their colleagues and other healthcare professionals?</p>
<p>D10 Ensure that any problems with their own health do not affect your patients</p>		<p>Does the applicant provide evidence of how they self-guard their own physical and mental health?</p>
<p>D11 Be aware of your role as a healthcare provider to promote public health</p>		<p>Does the applicant demonstrate awareness of their role in promoting public health?</p>
<p>D12 Take all necessary steps to control the spread of communicable diseases</p>	<p>ACP</p>	<p>Does the applicant provide evidence of:</p> <ul style="list-style-type: none"> > Their role as a healthcare provider in the promotion of public health? > Their infection control procedures? > How they comply with health and safety legislation?
<p>D13 Comply with health and safety legislation</p>		<p>Does the applicant provide evidence of compliance with relevant health and safety legislation?</p>
<p>D14 Act with integrity in your professional practice</p>		<p>Does the applicant demonstrate honesty in advising their patients and in the information they provide about themselves and their practice?</p>

STANDARDS

CHECKLIST

D15 Be honest and trustworthy in your financial dealings, whether personal or professional



Does the applicant provide evidence of:

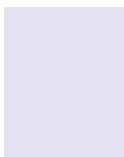
- > How they inform patients as to their fee structure?
- > Acting responsibly in any recommendation of generic products they may make to a patient and explaining any financial benefit?
- > Keeping sound financial records?

D16 Do not abuse your professional standing



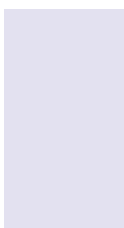
Does the applicant demonstrate an awareness of professional and social boundaries, and acts accordingly to ensure their maintenance?

D17 Uphold the reputation of the profession through your conduct



Does the applicant demonstrate an awareness of their need to act as a professional in all areas of their life?

D18 You must provide to the GOsC any important information about your conduct or competence



Is the applicant aware of the obligations upon them as an osteopath to inform the GOsC about any criminal or professional charges and offences?