

# Further Evidence of Practice Questionnaire

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## **Guidelines for Assessors**



General  
Osteopathic  
Council

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## Introduction

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1. These guidelines provide a reference for the evaluation of an applicant's questionnaire against the Osteopathic Practice Standards. They should be considered in conjunction with the underpinning checklist indicators provided in Appendix 1.
2. The 'decisions' required for each question enable the assessor to determine whether the applicant is able to provide sufficient evidence to fulfil the Osteopathic Practice Standards assessed by this questionnaire. In addition to considering whether the responses provided are sufficient, assessors should consider whether evidence is also plausible and credible. This process will involve completing Evaluation Form 1 (Appendix 2).
3. Having considered each question on its own merits, the assessor must then evaluate the combined responses against the Osteopathic Practice Standards by completing Evaluation Form 2 (Appendix 3) in a process of triangulation. This will lead to a decision as to whether the applicant is able to progress to the Assessment of Clinical Performance (ACP). There is also an obligation for the assessors to provide specific feedback to both the ACP assessors and the applicant.
4. The onus is on the applicant to provide sufficient evidence to support their claim to fulfil the Osteopathic Practice Standards. If, for genuine reasons, the applicant is unable to provide patient records, they will be asked to supply written evidence to support this claim before proceeding further with their application. If the GOsC are satisfied with the reasons provided, the applicant will then be asked to provide written hypothetical scenarios for each of the questions to demonstrate their knowledge, clinical reasoning skills and ensuing clinical actions. If the applicant does submit hypothetical scenarios then this should be clearly marked on the evaluation forms.

## Questions

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### 1 Profile of the applicant's patients and caseload

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#### Evaluation guidance:

- > The applicant should provide a breakdown of their patient profile and their presenting complaints for a three month period in order for you to be able to gain an insight of: the scope and breadth of the applicants current clinical practice and patient profile; whether they have any areas of specialised focus; and their ability to collect and analyse data about their professional practice.
- > There should be consistency with the profile of the patients used in the questions in part 3.
- > Have any areas of special interest or focus been identified?

#### Decisions required:

##### Does the applicant provide evidence of?

- B1 an adequate breadth/scope of patient profile to support their knowledge and skills as an osteopath
- B4 their ability to collect and analyse data about professional practice

## 2 How do you keep your professional knowledge and skills up to date?

### Evaluation guidance:

The applicant should consider in their response the following:

- > Their patient profile – choosing two cases to outline how these have contributed to their professional development.
- > Continuing professional development (CPD) Activities – providing an outline of CPD undertaken over the last two years (this may include specific courses, networking with colleagues, self-reflections, and objective feedback activities such as clinical audit or patient feedback)

### Decisions required:

#### Does the applicant provide evidence of?

- B1 how their CPD activities maintain their knowledge and skills their ability to monitor, and act accordingly, on the quality of osteopathic care they provide
- B3 Keeping their professional knowledge and skills up to date.
- B4 their ability to collect and analyse data about professional practice

## 3 Case presentations

In this section, applicants are asked to provide four separate case scenarios. These should include one from each category 1-3 below, plus a case from either category 4 or 5.

1. A neuromusculoskeletal presentation.
2. A musculoskeletal presentation without nerve involvement
3. A case where they concluded that the primary issue was non-musculoskeletal in origin.
4. A case where the patient was referred to another healthcare practitioner.
5. A case where they felt that osteopathic intervention was contraindicated from the outset, or had been indicated, but becomes no longer appropriate.

### Evaluation guidance:

- > There should be consistency between the case presentation and the anonymised copy of the patient records.

The applicant should consider the following in their response:

- I. The case history including the patient profile, presenting complaint, and relevant medical, family and social history
- II. Their assessment of the patient's general health
- III. The contribution of any physiological, psychological, and social factors that they thought were relevant to the presenting complaint
- IV. An overview of their examination and osteopathic assessment of the patient's biomechanics and musculoskeletal system
- V. The clinical findings, including any orthopaedic, neurological or systemic evaluation.
- VI. Their interpretation of the significance of the presenting signs and symptoms
- VII. The differential diagnostic hypothesis and the diagnostic conclusion reached to explain the patient's presenting symptoms.
- VIII. How they applied osteopathic principles and concepts in the evaluation and treatment of the patient
- IX. Whether the case was:
  - Suitable for osteopathic treatment, and if so, the treatment and management plan based upon the working diagnosis, the patient, and the likely effects and/or risks of osteopathic treatment. This should include an overview of the types of techniques used.
  - Not suitable for osteopathic treatment and what steps they took to ensure ongoing care for the patient, whether this included referral to another healthcare practitioner and what the outcome was, if known.
- X. How they involved the patient in making an informed decision about their management and treatment.
- XI. How they have demonstrated compliance with the Osteopathic Practice Standards over the range of their cases, covering standards A1, A2, A3, A4, B1, B2, C1, C2, D10 as a minimum.

**Decisions required:****Across the four case scenarios, does the applicant provide evidence of?**

- A2 How they worked in partnership with the patient.
- A3 How they gave sufficient information to the patient, including benefits, risks and options,
- A4 How they gained consent to examination and treatment.
- A6 giving the patient sufficient information to enable them to make an informed choice about how they, the patient, wished to proceed.
- B1 their understanding of osteopathic concepts and principles, and how they apply them critically to patient care (please refer to osteopathic practice standard indicators under B1)
- B1 sufficient knowledge and skills to support their work as an osteopath (please refer to osteopathic practice standard indicators under B1)
- B2 their consideration of the need to seek advice or assistance for ongoing patient care.
- C1 their ability to conduct an osteopathic patient evaluation sufficient to make a working diagnosis and formulate and deliver a treatment plan (please refer to osteopathic practice standard indicators under C1)
- C2 their ability to maintain comprehensive, accurate and legible patient records.
- D10 their consideration of the contribution of other healthcare professionals to ensure best patient care

- > Is there consistency between the responses provided with those the scenarios provided in section 3, and/or the case examples provided in this question?

**Decisions required****Does the applicant provide evidence of their ability to?**

- B1 apply osteopathic technique safely and effectively given the context of the presenting patient
- C1 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.

## 4 Application of osteopathic techniques in practice

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**Evaluation guidance:**

- > Does the applicant demonstrate appropriate understanding and application of the declared techniques in use?
- > Does the applicant demonstrate knowledge of at least two valid examples for contra-indications for each of the techniques in use?

## Appendix 1 Further Evidence of Practice Osteopathic Practice Standards Checklist

STANDARDS	CHECKLIST
<b>A1 You must listen to patients and respect their individuality, concerns and preferences. You must be polite and considerate with patients and treat them with dignity and courtesy.</b>	<p>Does the applicant:</p> <ul style="list-style-type: none"> <li>➤ Demonstrate effective communication, taking into account unspoken signals, from a patient's body language or tone of voice?</li> <li>➤ Demonstrate awareness of the particular needs or values of patients in relation to gender, ethnicity, culture, religion, belief, sexual orientation, lifestyle, age, social status, language, physical or mental disability?</li> </ul>
<b>A2 You must work in partnership with patients, adapting your communication approach to take into account their particular needs, and supporting patients in expressing to you what is important to them.</b>	<p>Does the applicant:</p> <ul style="list-style-type: none"> <li>➤ Involve the patient in treatment and management planning?</li> <li>➤ Demonstrate sensitivity to the specific needs of patients, and be select and utilize effective forms of communication to take these into account?</li> </ul>
<b>A3 Give patients the information they want or need in a way that they can understand.</b>	<p>Does the applicant inform the patient:</p> <ul style="list-style-type: none"> <li>➤ About what to realistically expect from the applicant as an osteopath?</li> <li>➤ About any material or significant risks associated with any clinical action proposed pertinent to the specific patient's presenting situation and needs?</li> </ul>
<b>A4 You must receive valid consent for all aspects of examination and treatment and record this as appropriate.</b>	<p>Does the applicant:</p> <ul style="list-style-type: none"> <li>➤ Demonstrate that they have gained valid consent to examination and treatment of the patient, and recorded this appropriately?</li> </ul>
<b>A5 You must support patients in caring for themselves to improve and maintain their own health and wellbeing.</b>	<p>Does the applicant:</p> <ul style="list-style-type: none"> <li>➤ Provide information on the effects of lifestyle choices on health and wellbeing, support decision making around lifestyle changes where appropriate and encourage and support patients to seek help from other health professionals if necessary?</li> </ul>
<b>B1 You must have and be able to apply sufficient and appropriate knowledge and skills to support your work as an</b>	<p>Does the applicant:</p> <ul style="list-style-type: none"> <li>➤ Demonstrate an understanding of osteopathic principles and concepts in their clinical decision making?</li> <li>➤ Demonstrate a knowledge of pathophysiological processes</li> </ul>

**osteopath.**

sufficient to inform clinical judgement.

- Demonstrate an understanding of psychological and social influences on health
- Consider the patient as whole in the context of the presenting complaint?
- Use palpation as an evaluation, diagnostic, treatment and re-evaluation tool?

**B2 You must recognise and work within the limits of your training and competence.**

Does the applicant:

- demonstrate that they are able to use their professional judgement to assess whether they have the training, skills and competence to treat a patient, and to seek advice when necessary?

**STANDARDS****CHECKLIST****C1 You must be able to conduct an osteopathic patient evaluation and deliver safe, competent and appropriate osteopathic care to your patients.**

Does the applicant demonstrate the ability to

- take and record the patient's case history, adapting their communication style to take account of the patient's individual needs and sensitivities?
- select and undertake appropriate clinical assessment of the patient, taking into account the nature of their presentation and their case history?
- formulate an appropriate working diagnosis or rationale for care and explain this clearly to the patient?
- develop and apply an appropriate plan of treatment and care. This should be based on:
  - the working diagnosis
  - the best available evidence
  - the patient's values and preferences
  - their own skills, experience and competence?
- adapt an osteopathic technique or treatment approach in response to findings from the examination of the patient?
- evaluate post-treatment response and justify the decision to continue, modify or cease osteopathic treatment as appropriate?
- recognise adverse reactions to treatment, and take appropriate action?
- monitor the effects of their care, and keep this under review?
- where appropriate, refer the patient to another healthcare professional, following appropriate referral procedures?

## STANDARDS

## CHECKLIST

**C2 You must ensure that you patient records are comprehensive, accurate, legible and completed promptly**

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?
- Monitor the effects of care and keep this under review, recognize adverse reactions to treatment and take appropriate action, and make appropriate referrals when necessary.

**D10 You must consider the contributions of other healthcare professionals to ensure best patient care.**

Does the applicant

- Treat other health and care professionals with respect, acknowledging the role that they may have in the care of patients?
- Ensure any comments about other healthcare professionals are honest, valid and accurate?
- Follow appropriate referral procedures?
- Work collaboratively with other healthcare providers to optimise patient care, where such approaches are appropriate and available?



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## Appendix 2 Further Evidence of Practice Questionnaire Evaluation Form 1

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To be completed with reference to the Further Evidence of Practice Questionnaire - Guidelines for assessors.

How the applicant's patient profile and CPD activities support the maintenance and development of their osteopathic capabilities.

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### 1 Profile of the applicant's patients and caseload

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- 1 Has the applicant presented a sufficient profile of their practice over a three month period (30-50 cases) to give assurance that they are seeing an appropriate range and profile of patients?

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- 2 Has the applicant demonstrated that they are able to analyse and present data from their practice?

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Other comments

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## 2 How do you keep your professional knowledge and skills up to date

- 1 Has the applicant provided a summary of CPD activities undertaken over the last two years, and/or their approach to professional development?
- 2 Has the applicant referenced two cases from their patient profile (section 1) and discussed how they have contributed to their professional development?
- 3 Has the applicant demonstrated that they are professionally engaged and take an appropriate approach to CPD?

Other comments

Case 1	Scenario:
OPS criteria	Comment
<p><b>Communication and patient partnership</b></p> <p>Has the applicant provided evidence of effective and appropriate communication with the patient, providing the information that they need to make informed choices about their healthcare and to give consent?</p> <p>Key standards: A1, A2, A3, A4</p>	
<p><b>Knowledge, skills and performance</b></p> <p>Has the applicant demonstrated they have, and can apply appropriate knowledge and skills to support their work as an osteopath? This would include an understanding of osteopathic concepts and principles, anatomy, pathophysiological and psychosocial influences on health.</p> <p>Have they shown an awareness of their own limits and competence?</p> <p>Key standards: B1, B2</p>	
<p><b>Safety and quality in practice</b></p> <p>Has the applicant demonstrated that they have conducted an appropriate evaluation of the patient, and been able to devise and deliver (where appropriate) a management plan?</p> <p>Has the applicant shown that they are able to keep comprehensive and accurate records?</p> <p>Key standards: C1, C2</p>	
<p><b>Professionalism</b></p> <p>Has the applicant, where appropriate, demonstrated an awareness and understanding of the contributions of other healthcare practitioners to patient care</p> <p>Key standards: D10</p>	
<p><b>Other comments</b></p>	

Case 2	Scenario:
OPS criteria	Comment
<b>Communication and patient partnership</b>  Has the applicant provided evidence of effective and appropriate communication with the patient, providing the information that they need to make informed choices about their healthcare and to give consent?  Key standards: A1, A2, A3, A4	
<b>Knowledge, skills and performance</b>  Has the applicant demonstrated they have, and can apply appropriate knowledge and skills to support their work as an osteopath? This would include an understanding of osteopathic concepts and principles, anatomy, pathophysiological and psychosocial influences on health.  Have they shown an awareness of their own limits and competence?  Key standards: B1, B2	
<b>Safety and quality in practice</b>  Has the applicant demonstrated that they have conducted an appropriate evaluation of the patient, and been able to devise and deliver (where appropriate) a management plan?  Has the applicant shown that they are able to keep comprehensive and accurate records?  Key standards: C1, C2	
<b>Professionalism</b>  Has the applicant, where appropriate, demonstrated an awareness and understanding of the contributions of other healthcare practitioners to patient care  Key standards: D10	
<b>Other comments</b>	

Case 3	Scenario:
OPS criteria	Comment
<b>Communication and patient partnership</b>  Has the applicant provided evidence of effective and appropriate communication with the patient, providing the information that they need to make informed choices about their healthcare and to give consent?  Key standards: A1, A2, A3, A4	
<b>Knowledge, skills and performance</b>  Has the applicant demonstrated they have, and can apply appropriate knowledge and skills to support their work as an osteopath? This would include an understanding of osteopathic concepts and principles, anatomy, pathophysiological and psychosocial influences on health.  Have they shown an awareness of their own limits and competence?  Key standards: B1, B2	
<b>Safety and quality in practice</b>  Has the applicant demonstrated that they have conducted an appropriate evaluation of the patient, and been able to devise and deliver (where appropriate) a management plan?  Has the applicant shown that they are able to keep comprehensive and accurate records?  Key standards: C1, C2	
<b>Professionalism</b>  Has the applicant, where appropriate, demonstrated an awareness and understanding of the contributions of other healthcare practitioners to patient care  Key standards: D10	
<b>Other comments</b>	

Case 4	Scenario:
OPS criteria	Comment
<b>Communication and patient partnership</b>  Has the applicant provided evidence of effective and appropriate communication with the patient, providing the information that they need to make informed choices about their healthcare and to give consent?  Key standards: A1, A2, A3, A4	
<b>Knowledge, skills and performance</b>  Has the applicant demonstrated they have, and can apply appropriate knowledge and skills to support their work as an osteopath? This would include an understanding of osteopathic concepts and principles, anatomy, pathophysiological and psychosocial influences on health.  Have they shown an awareness of their own limits and competence?  Key standards: B1, B2	
<b>Safety and quality in practice</b>  Has the applicant demonstrated that they have conducted an appropriate evaluation of the patient, and been able to devise and deliver (where appropriate) a management plan?  Has the applicant shown that they are able to keep comprehensive and accurate records?  Key standards: C1, C2	
<b>Professionalism</b>  Has the applicant, where appropriate, demonstrated an awareness and understanding of the contributions of other healthcare practitioners to patient care  Key standards: D10	
<b>Other comments</b>	

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#### 4 Application of osteopathic techniques in practice

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Has the applicant provided sufficient evidence that:

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> They are familiar with a typical range of osteopathic techniques

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> They understand the relative indications and contraindications of these

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> They are able to select a technique based upon the working diagnosis, the patient's circumstances and preferences and their own limits of competence?

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Comments

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Please cross-refer between the individual questions and collate your feedback in the relevant sections below. You must consider areas where the osteopathic practice standards are met, areas requiring clarification and areas of omission.

<div>←</div> <div>Able to progress</div> <div>Not able to progress →</div>				
Osteopathic Practice Standards	Evidence submitted to fulfil Osteopathic Practice Standards	Majority of evidence submitted to support clinical safety and practice but areas requiring clarification	Some evidence submitted but major areas of clinical safety and practice omitted	Little or no evidence submitted.
A: Communication and Patient Partnership A1, A2, A3, A4				
B: Knowledge, Skills and Performance B1, B2, B3				
C: Safety and quality in practice C1, C2				
D: Professionalism D10				



**Recommendation: (please tick)**

Progression through to the Assessment of Clinical Performance	<input type="checkbox"/>	Not able to progress	<input type="checkbox"/>
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> Areas of good practice (please list and cross refer to the Osteopathic Practice Standards)

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> Areas requiring further exploration/clarification (please list and cross- refer to the Osteopathic Practice Standards)

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> Areas requiring enhancement

Appendix 4 Further Evidence of Practice

Further Evidence of Practice

Add updated FEPQ here