

# NCOPE Therapeutic Shoe Fitter Course Approval Standards



**Effective January 1, 2011**

The standards for the delivery and content of Therapeutic Shoe Fitter Courses have been established to provide guidance to the presenters and sponsors of both online and seated educational courses. The intent of the standards is to ensure that the didactic and lab portions of the course are representative of current Therapeutic Shoe Fitter practice and that the provision of therapeutic shoes and prefabricated heat moldable inserts are appropriate and safe for the patient. The mechanisms used for formulating the standards to determine course and lab content were surveys, survey analysis, focus groups, subject-matter expert committees and psychometric consultants.

# **NCOPE Therapeutic Shoe Fitter Course Approval Requirements**

## **Course Length**

A minimum of 16 hours in length.

## **Instructor Credentials**

The instructor must hold the minimum of a Therapeutic Shoe Fitter credential.

## **Course Content Didactic and Lab**

Students must have comprehensive exposure to all of the content listed below. At the completion of the course, students must have a basic knowledge of these content areas and of therapeutic shoes, prefabricated inserts and the appropriate use of the devices as they relate to patient care. The students must have been assessed in their understanding and use of the specific devices as they relate to patient care. Course content outside of the ABC therapeutic Shoe Fitter Scope of Practice will not be counted toward the Therapeutic Shoe Fitter minimum time requirement. Course content outside of the ABC Therapeutic Shoe Fitter Scope of Practice is not recommended.

## **The specific content areas are:**

- Anatomy of the foot – basic anatomy of the foot and its relation to proper shoe fitting.
- Terminology – basic medical terminology for communication and documentation
- Material Science – identification of common materials utilized in therapeutic footwear and prefabricated foot orthoses
- Patient Evaluation and Techniques – physical evaluation of the foot and identification of therapeutic shoe eligibility criteria
- Common Foot Pathologies and Deformities – identification of common foot pathologies
- Foot Measurement, Shoe Fitting and Selection Criteria – use of foot measurement tools and appropriate footwear selection for the diabetic foot
- Complications associated with the Diabetic Foot – knowledge of signs, symptoms and risk factors associated with the diabetic foot
- Documentation – knowledge of CMS documentation requirements
- Professional ethics – knowledge of professional ethical responsibilities

## **Course Delivery Format**

Didactic - seated or distance (See course delivery requirements for distance learning, Appendix A)

Lab – seated (See course delivery requirements for lab sections, Appendix B)

**Annual Therapeutic Shoe Fitter Course Self Assessment**

Providers of NCOPE approved Therapeutic Shoe Fitter educational programs are required to submit an annual NCOPE Therapeutic Shoe Fitter Course self assessment.

**Re-approval of NCOPE Therapeutic Shoe Fitter Course**

Therapeutic Shoe Fitter courses are approved by NCOPE for a term of 3 years. Reapplication is required on a 3 year cycle.

# **Therapeutic Shoe Fitter Distance Learning Education Delivery Guidelines (APPENDIX A)**

## **Course Duration**

Minimum of 16 hours

## **Instructor**

The instructor shall hold the minimum of a Therapeutic shoe Fitter credential.

## **Didactic Course Content**

Students must have complete exposure to all of the content areas listed below. At the completion of the course students must have a basic knowledge of these content areas, knowledge of diabetic therapeutic shoes, prefabricated foot orthoses used by the diabetic patient and the appropriate use of the devices as they relate to patient care. The students must have been assessed in their understanding and use of the specific devices as they relate to patient care.

## **The specific content areas for distance learning based programs are:**

- Anatomy of the foot – basic anatomy of the foot and its relation to proper shoe fitting.
- Terminology – basic medical terminology for communication and documentation
- Material Science – identification of common materials utilized in therapeutic footwear and prefabricated foot orthoses
- Patient Evaluation and Techniques – physical evaluation of the foot and identification of therapeutic shoe eligibility criteria
- Common Foot Pathologies and Deformities – identification of common foot pathologies
- Foot Measurement, Shoe Fitting and Selection Criteria – use of foot measurement tools and appropriate footwear selection for the diabetic foot
- Complications Association with the Diabetic Foot – knowledge of signs, symptoms and risk factors associated with the diabetic foot
- Documentation – knowledge of CMS documentation requirements
- Professional ethics – knowledge of professional ethical responsibilities

## **Distance Learning Course Delivery**

Video format with narration, CD, DVD or streaming video with narration  
Non-video format with narration (PowerPoint, Keynote)  
Course syllabus must accompany CD,DVD or streaming video  
Multiple formats are recommended (PC, Mac, Linux etc.)

### **Student Support**

Course provider must establish a live capability for real time student interaction. In addition, the provider must have alternate sources of maintaining student/instructor communication channels. The following are some of the ways that student/instructor interactions may occur:

- Instant messaging
- Email
- Conference call
- Web cam

### **Student Assessment Distance Learning**

Student must be assessed to determine if knowledge has been obtained in the areas of Therapeutic Shoe Fitter specific content areas during and at the completion of the course. The intent of the student assessment is to determine that a base set of competencies in all of the specific content areas has been obtained.

### **Guidelines for student assessment are:**

- Case studies are encouraged to reinforce treatment concept
- Quizzes are part of the online lectures
- Each specific content area has a separate student assessment in the form of a graded quiz.
- A final graded exam is to be administered at the conclusion of the course. No open book tests shall be allowed.
- Student must pass the final exam prior to moving onto the lab portion of the course
- No more than 90 days can pass between when the student completes the didactic portion and enters the lab portion of the course

# **NCOPE Lab Guidelines for Approved Therapeutic Shoe Fitter Course**

## **(APPENDIX B)**

### **Fitting Lab Duration**

A minimum of 2 hours of fitting lab course instruction.

The online course 2 hour fitting lab has three (3) sections:

Comprehensive foot evaluation.

Measuring, selection and fit of shoes defined in A5500 CMS code.

Selection, direct molding and fit of foot orthotics defined in A5512 CMS code.

### **Instructor**

The instructor must hold the minimum of a Therapeutic Shoe Fitter credential.

The instructor to student ratio for the lab portion cannot exceed 1 instructor to 10 students.

### **Student Assessment**

Student must be assessed to determine if skill has been obtained in the:

Measurement and selection of appropriate therapeutic diabetic shoes as defined in A5500 CMS code.

Selection, direct molding and fit of foot orthotics as defined in A5512 CMS code

Proper donning/doffing of the shoe and insert

Determination of proper shoe

Break in time and skin check/care instructions

Safe heat molding of prefabricated inserts for the diabetic patient

Assessment of the prefabricated inserts after heat molding

Adjustment of shoes and inserts as it relates to the ABC Therapeutic Shoe Fitter Scope of Practice.