

Competency Table: Completion Instructions

The Competency Table is made up of four columns. The first two columns identify the Competencies and the individual elements. The third column, "Teach," is where the knowledge and skills that are taught within the curriculum are identified. The final column, "Assessment," notes where in the program the Competency or element of the Competency is assessed. Prior to submitting the curriculum materials for the accreditation application or for the self-study report the school or program is required to complete the table and submit it as an exhibit to Standard 2 (Curriculum and Instruction).

The Teach column should identify where in the program the learning objectives relative to the specific Competency element are **taught**. Although areas may be reinforced throughout the curriculum, the information presented in the Teach column identifies where in the program the knowledge, skill or performance criteria are taught. This may occur in more than one course or more than one class within a course, and may be identified by course name and class number which could be verified through a review of a detailed syllabus. The specific learning objectives for the class or classes do not have to be restated in the Teach column.

The Assessment column should identify where in the program the desired performance is **assessed** relative to the specific Competency element. Again, this may occur more than once during the program. What is being requested is where the specific component of the Competency is being evaluated.

Example:

		Teach	Assessment
Element 1.2	Effects of touch, massage and bodywork techniques		
	I.	Identify and describe the physiological effects of touch and specific massage or bodywork techniques. (Does not apply to programs in Asian Bodywork Therapies.) Massage Therapy I Class #1-3, 7 Massage Therapy II Class #1-8	Massage Therapy I – final exam Massage Therapy II – final exam
Element 2.3	Equipment and supplies		
	I.	Demonstrate safe and effective use of equipment (such as massage tables, massage chairs, bolsters) and	Massage Therapy I – final exam

	supplies (such as linens, lubricants, gloves).	Class #1, 3, 5	Message Therapy II – final exam Student Clinic
		Message Therapy II – Class #1,2,4,6	

Teach column: Where the Competency element is addressed in the curriculum.
 Assess column: Where student performance is assessed relative to the Competency.

COMPETENCY 1		Teach	Assess
PLAN AND ORGANIZE AN EFFECTIVE MASSAGE AND BODYWORK SESSION			
Element 1.1	Structure and function of the human body in health and disease		
	I.	Identify and describe the anatomical organization and general physiological principles of the human body.	
	II.	For all systems of the body, identify, locate, and describe the structures (anatomy), functions (physiology) and pathologies commonly encountered in the practice of massage therapy and bodywork.	
	A.	Integumentary system	
	B.	Musculoskeletal system	
	C.	Cardiovascular system and blood	
	D.	Lymphatic and immune systems	
	E.	Nervous system	
	F.	Endocrine system	
	G.	Respiratory system	
	H.	Digestive system	
	I.	Urinary system	
	J.	Reproductive system	
	III.	Define, identify and describe the following elements of Asian anatomy, physiology and pathology. (For programs in Asian Bodywork Therapies only.)	
	A.	Identify and describe general Asian philosophy and cosmology.	
	B.	The Five Elements/Transformations	
C.	The Fundamental Substances of the body		
D.	The Zang (Yin) and Fu (Yang) organs		
E.	General Meridian Theory 1. The Twelve Superficial Meridians/Channels (external/superficial and internal/deep) and effective points		

	<p>2. The Eight Extraordinary Vessels</p> <p>3. The Tendio-Muscular Pathways</p>		
F.	<p>Specific points and categories of points</p> <ol style="list-style-type: none"> 1. Tonification and Sedation points 2. Yuan (Source) points 3. Luo (Connection) points 4. Front Mu/Bo (Alarm) points 5. Back Shu/Yu (Associated) points 6. Beginning and Ending points 		
G	<p>Causes and patterns of disease or imbalance</p> <ol style="list-style-type: none"> 1. Etiology of imbalance 2. Zang/Fu patterns of imbalances 3. The six energies (divisions) from the most exterior to the most interior 4. The energetic imbalances that occur within the Five Elements/Transformations Model 5. The characteristic imbalances of the Four Levels (Defense, Qi, Nutritive, Blood) 6. The characteristic imbalances of the Three Jiao (Upper, Middle, Lower) 		
Element 1.2	Effects of touch, massage and bodywork techniques		
I.	Identify and describe the physiological effects of touch and specific massage or bodywork techniques. (Does not apply to programs in Asian Bodywork Therapies.)		
II.	Identify and describe potential emotional effects of touch and specific massage or bodywork techniques. (Does not apply to programs in Asian Bodywork Therapies.)		
III.	Identify specific indications, contraindications and precautions to touch, massage and bodywork, considering pathologies and various populations.		
IV.	Apply the concepts of Yin/Yang. (For programs in Asian Bodywork Therapies only.)		

Element 1.3	Healthcare and bodywork terminology		
	I.	Use healthcare and bodywork terminology to communicate treatment findings and therapeutic results.	
Element 1.4	Therapeutic environment		
	I.	Define and describe the interpersonal and physical components of a therapeutic environment.	
Element 1.5	Wellness model		
	I.	Define and describe a wellness model.	
	II.	Identify the scope of practice of massage and bodywork in relation to a wellness model.	
Element 1.6	Assessment and data collection		
	I.	Describe the purpose of assessment and data collection.	
	II.	Perform assessment and data collection.	
	A.	History taking	
	B.	Observation	
	C.	Palpation	
	D.	Functional testing	
	E.	Pain assessment	
Element 1.7	Clinical reasoning and treatment planning		
	I.	Develop a safe and effective initial session and on-going treatment plan, based on client goals, assessment findings, and understanding of effects of massage and bodywork.	
	II.	Write clear, concise and accurate notes of client treatment sessions.	
COMPETENCY 2	PERFORM MASSAGE THERAPY AND BODYWORK FOR THERAPEUTIC BENEFIT		
Element 2.1	Organization and management of the client session		
	I.	Communicate the plan and rationale for a treatment session to the client.	
	II.	Obtain informed consent from the client prior to beginning a treatment session.	

	III.	Modify the plan and therapeutic approach used during a treatment session based on client response.	
	IV.	Manage time within a treatment session.	
	V.	Develop and implement strategies to address challenging client-therapist interactions.	
Element 2.2	Application of techniques		
	I.	Demonstrate techniques that are within the scope of training and practice of commonly recognized massage therapy or bodywork disciplines.	
	II.	Identify and apply principles and protocols for massage and bodywork sessions.	
	III.	Vary the choice and application of techniques as appropriate to the client's needs, including those of special populations.	
	IV.	Demonstrate techniques that are appropriate for each body area, including endangerment sites.	
	V.	Identify and practice appropriate methods of sanitation and personal hygiene in the performance of massage and bodywork sessions.	
	VI.	Describe and demonstrate standard precautions.	
Element 2.3	Equipment and supplies		
	I.	Demonstrate safe and effective use of equipment (such as massage tables, massage chairs, bolsters) and supplies (such as linens, lubricants, gloves).	
Element 2.4	Hydrotherapy (Not required for programs in Asian Bodywork Therapies)		
	I.	Describe various hot and cold hydrotherapy techniques (such as hot or cold packs, immersion baths, paraffin, ice massage).	
	II.	Identify the indications, contraindications, precautions, effects and uses of hydrotherapy techniques.	
	III.	Identify the physiological principles and mechanisms	

		involved in the effects of hydrotherapy.		
	IV.	Describe appropriate methods of hygiene and sanitation for hydrotherapy applications.		
COMPETENCY 3	DEVELOP AND IMPLEMENT A SELF-CARE STRATEGY			
Element 3.1	Self-assessment and stress management			
	I.	Assess personal needs, behaviors, beliefs, attitudes, and knowledge relevant to the practice of massage therapy and bodywork.		
	II.	Identify how personal and cultural values, attitudes, and ethics influence professional values, attitudes and ethics.		
	III.	Identify the physiological and psychological effects of stress.		
	IV.	Identify various stress reduction techniques and their benefits.		
Element 3.2	Self-care and performance			
	I.	Identify and describe the effect of physical fitness and life style habits on the performance of massage and bodywork techniques.		
	II.	Define and describe the effect of centering, focusing, grounding and breathing on the performance of massage and bodywork techniques.		
	III.	Identify and demonstrate biomechanical skills necessary for the safe and effective performance of massage and bodywork techniques.		
COMPETENCY 4	DEVELOP SUCCESSFUL AND ETHICAL THERAPEUTIC RELATIONSHIPS WITH CLIENTS			
Element 4.1	Communication in the client-therapist relationship			
	I.	Define and demonstrate active listening, rapport, empathy and feedback.		
	II.	Identify strategies to effectively deal with emotional and behavioral client responses to massage therapy and		

	bodywork treatment. Describe the principles of conflict resolution and apply conflict resolution skills effectively in the client-therapist relationship.	
III.		
Element 4.2	Professional boundaries	
I.	Identify the qualities and characteristics of boundaries.	
II.	Identify cultural differences related to boundary issues.	
III.	Define and discuss the differences between a personal and a professional relationship.	
IV.	Discuss the importance of professional boundaries.	
V.	Define and discuss transference and counter transference.	
VI.	Describe techniques for establishing and maintaining safe and respectful boundaries with clients.	
VII.	Discuss and demonstrate the use of draping during treatment as a professional boundary.	
Element 4.3	Professional ethics	
I.	Identify and describe the purpose of a code of ethics.	
II.	Identify and describe the purpose of Standards of Practice specific to massage therapy and bodywork.	
III.	Identify confidentiality principles related to massage therapy and bodywork practice, including requirements for HIPAA compliance.	
IV.	Identify common ethical situations in massage therapy and bodywork.	
V.	Describe processes by which to effectively resolve ethical issues.	
COMPETENCY 5	DEVELOP A STRATEGY FOR A SUCCESSFUL PRACTICE, BUSINESS OR EMPLOYMENT SITUATION	
Element 5.1	Basic business practices	
I.	Identify common business practices and structures in massage therapy and bodywork practice.	

	<p>II. Identify and design effective methods for time management, client scheduling, and maintenance of the work environment.</p> <p>III. Create a business plan or outline an employment strategy, including short and long-term professional goals.</p> <p>IV. Identify the basic aspects of legal agreements, contracts, employment agreements and professional insurance.</p> <p>V. Identify basic principles of accounting and bookkeeping suitable for various business structures.</p> <p>VI. Create, maintain and identify legal requirements for retaining client, financial and tax records.</p> <p>VII. Demonstrate knowledge of federal, state and local regulations as they pertain to massage therapy and bodywork practice.</p> <p>VIII. Demonstrate knowledge of ADA requirements and their implication for massage therapy and bodywork practice.</p>		
Element 5.2	<p>Job search and marketing</p> <p>I. Identify the elements of effective job search and marketing materials (such as resumes, brochures, business cards).</p> <p>II. Identify and discuss common methods of marketing for massage therapy and bodywork.</p> <p>III. Identify strategies to develop and maintain a client base.</p> <p>Professional referrals</p>		
Element 5.3	<p>I. Identify strategies for effective communication with other professionals regarding client care and referrals.</p> <p>II. Describe the process used to identify the scope of practice of allied health professions.</p> <p>III. Describe the appropriate use of medical release and consent forms.</p>		
Element 5.4	<p>Professional relationships</p>		

	I.	Discuss the process for establishing and maintaining professional relationships in the workplace.		
	II.	Discuss strategies for establishing and maintaining professional relations with peers and with other professionals.		
	III.	Identify strategies for conflict resolution with other professionals, including the need for documentation.		
COMPETENCY 6	IDENTIFY STRATEGIES FOR PROFESSIONAL DEVELOPMENT			
Element 6.1	History of the profession			
	I.	Describe the history of massage therapy and bodywork.		
	II.	Identify the role of professional associations for massage therapists and bodyworkers.		
Element 6.2	Ongoing education			
	I.	Discuss the value of ongoing education and skill development as a professional.		
	II.	Describe methods for identifying advanced training programs to enhance performance, knowledge and skills.		
Element 6.3	Research literacy			
	I.	Explain the value of research to the profession.		
	II.	Identify sources of published research literature on therapeutic massage and bodywork.		
	III.	Critically read and evaluate a published research article in the field of massage therapy and bodywork.		