

Section 6: Addendum

6.1 Abbreviations Key and Definition:

- BoD - Board of Directors
- CRC - Curriculum Review Committee
- IRC - Instructor Review Committee
- ITS - Instructor Training Seminar
- PRC - Practitioner Review Committee
- PTP - Practitioner Training Program

6.2 Definitions

6.2.1 Classes

- 6.2.1.1 Unit:** 1 class unit is 1 hour (class units do not include lunches or homework but may include breaks)
- 6.2.1.2 Phase 4 Classes:** Standard Phase 4, Postural Re-Education & Post Techniques, Isometrics & Isotonics, Exploration of Movement, Self-Care, In-Depth Phase 4, and Non-Standard Phase 4
- 6.2.1.3 Standard Phase 4:** Phase 4 Techniques for the major structures of the body that every Instructor is responsible to know. Standard classes are Phase 4 Spine, Phase 4 Extremities, and Phase 4 Whole Body. Titles of Standard Phase 4 classes may differ and content may have some minor variation, but should be essentially the same in any Registered Ortho-Bionomy Instructor classroom. Standard Phase 4 classes may include Cervical, Thoracic, and Lumbar Spine; Ribs; Psoas; Ilium; Sacrum; Femur; Knee; Ankle; Foot; Shoulder; Elbow; Wrist; Hand.
- 6.2.1.4 In-Depth and Non-Standard Phase 4:** Classes for areas of the body that are based on more in-depth anatomy or methods that go beyond the standard material while still staying within Phase 4. These may be developed by the Instructor in their practice or learned elsewhere. These may be different based on the Instructor teaching them, yet all share the commonality of Phase 4 principles and techniques.
- 6.2.1.5 Blended Phases and Advanced:** Classes that specifically combine more than one Phase in a single class. Taught only by Associate Advanced Instructors (approved levels only) and Advanced Instructors. These classes will be credited as electives.

6.2.2 Practitioner and Advanced Practitioner

- 6.2.2.1 Supervised Demonstration:** A Supervised Demonstration is a lecture/presentation of Ortho-Bionomy given by the trainee and observed and documented by a Supervising Instructor.

6.2.3 Instructor and Advanced Instructor

- 6.2.3.1 **Active Teaching:** Minimum of three classes taught per year. This definition is used in Instructor Training and Advanced Instructor Training advising/supervising requirements. This definition does not apply to Instructor membership status.
- 6.2.3.2 **Observation/Bench Assist:** Bench Assisting is the first stage of learning to teach a class and can range from observation only to assisting at tables during practice to teaching demos during class.
- 6.2.3.3 **Co-Teach:** Part of Instructor Training, Advanced Instructor Training, and the approval process to teach certain classes after becoming an Instructor. A Co-Teach includes all aspects of teaching the class. The trainee/Instructor is responsible for 50% of all aspects of teaching the class. If a trainee/Instructor teaches less than 50% of the class this would count as a Bench Assist instead of a Co-Teach.
- 6.2.3.4 **Collaborative/Team Teach:** Two Instructors, neither of whom are in training, who are teaching together. The use of the term co-teach does not apply.
- 6.2.3.5 **Supervised Teach:** An Ortho-Bionomy class presented by a trainee and supervised by a Supervising Instructor. During a Supervised Teach, a trainee is responsible for every aspect of the class.
- 6.2.3.6 **Supervising Instructor:** The Instructor who supervises a Bench Assist, Co-Teach, or Supervised Teach.

During Bench Assists and Co-Teaches the Supervising Instructor is ultimately responsible for the learning experience of the students in the class as well as for giving feedback to the trainee/Instructor who is doing the Bench Assist or Co-Teach.

After a Co-Teach to add a class, the Supervising Instructor determines if the Instructor is qualified to teach that class solo and if so, provides a letter of approval.

During a Supervised Teach the Supervising Instructor is completely in the role of observing a trainee's teaching, giving feedback outside of class, and writing an evaluation. During a Supervised Teach class credit is given to the students by the Supervising Instructor.

[2024.04.18]

6.2.4 General

- 6.2.4.1 **In Good Standing** – Current member, dues paid, no grievances, signed trademark, Code of Ethics agreements on file. Instructor members also must have signed Instructor/Board agreement on file
- 6.2.4.2 **Policy** – Protocol, requirements, definition or rules to be followed
- 6.2.4.3 **Procedure** – Actions, operations, function, methods or steps followed to execute protocol

6.2.4.4 SOBI Administrative Policy (Admin) – Protocol utilized to define the organization’s structure

6.2.4.5 SOBI Training Policy (Train) – Protocol utilized to define SOBI training

6.3 Date Format

The date of the policy format yyyy.mm.dd

6.4 Miscellaneous Information

These Policies have been pulled from their original documents and placed into a numbered format.

Note: There are instances where procedure is included in this Policy document, to provide clarity of the Policy.