



BOC Orthotist Candidate Video Practical Examination Instructions

The Video Practical Examination (VPE) is designed to test your competence to perform the basic tasks of a BOC Orthotist. While it is essential that you provide the prescribed device that is appropriately fitted to the patient, your role does not end there. A patient relies on your expertise and guidance to fully obtain the benefits of your care – and that can only be demonstrated by your explanation of the process, instructions for use, and an evaluation of the patient’s ability to properly use the device for the purposes designed.

In this portion of your certification examination, you are to demonstrate your “hands-on” clinical skills in providing patients with orthotic and/or prosthetic care. Although it is best to utilize an actual patient in this exam, it is not required as long as the volunteer patient is appropriate.

Please read the instructions, requirements and evaluation criteria CAREFULLY before you begin taping so that you understand the expectations and are well prepared to fulfill the evaluation criteria. Be sure to allow plenty of time for retakes and improvements.

Failure to properly follow all stated instructions may result in a non-passing grade.

Preparation and Requirements

- **Media Format:** Submit your VPE on a DVD or CD. Four copies of the video must be submitted with your full name and “Orthotist” affixed to each.
- **Area Setup:** Ensure sufficient lighting and space where you will be recording. We suggest you run light and sound tests before beginning the video. The camera should be located approximately 6 to 12 feet from you and the patient. For the entire video, the camera should be mounted and remain stationary. Occasional close-up shots are allowed, but be sure that you and the patient remain identifiable. Position the camera so that your body does not block your work.
- **Patients:** Actual patients should be used for the video, if possible. If not, a volunteer patient may be used to model the procedures. Your patient should be at least 19 years of age. Please contact the patient before his/her appointment to discuss your special request of recording the procedure for the purpose of your certification. Patients and volunteers featured in the video exam should be dressed in form-fitting garments such as snug shorts, tights and t-shirts. Patients should not be completely disrobed.
- **Required Forms:** You must record the patients signing the patient consent form on video prior to the procedure being performed. After receiving the patient or volunteer’s consent to participate, identify the patient and any relevant background information on video. The patient consent form should be enclosed with the application materials and available online. Additionally, you must sign the video authentication form to verify that you have performed all procedures on the video. [This form is also available online.](#)
- **Time Allotment:** A maximum of 90 total minutes is allowed for completing **all** procedures. You may stop the camera only to allow for time-consuming procedures, such as drying your materials.
- Your appearance and demeanor, including appropriate clothing and use of terminology, should reflect your professionalism as a practitioner.

Instructions for performing tasks

- The video must show the procedure from beginning to end, with no pre-bending or shaping.
- First, describe the procedure you will be performing, including the devices you have selected for fitting, if appropriate.
- Then, begin the procedure, explaining the procedure to the patient, not the camera.
- When you have completed one procedure, stop the camera, so that on the video each procedure will closely follow the preceding procedure.

Evaluation Criteria

Three trained video reviewers, who are experienced certificants, will independently review each video and evaluate each procedure using the following criteria:

Casting Criteria

- preparing patient for procedure
- identifying and explaining basic landmarks
- selecting appropriate interface material
- applying casting material properly
- positioning patient appropriately
- removing casting material
- taking and explaining appropriate measurements

Fitting Criteria

- preparing patient for procedure
- taking and explaining appropriate measurements
- performing static alignment: trim line, lengths, etc.
- checking for pressure points, etc.
- performing dynamic evaluation
- explaining form, fit and function
- providing instruction on use and care
- providing follow-up instructions/procedure
- preparing patient for procedures

Tracing Criteria

- identifying and explaining basic landmarks
- demonstrating appropriate tracing technique
- positioning patient appropriately
- explaining delineation to camera
- taking and explaining appropriate measurements

Practical Examination Tasks

1. Cast for and remove one of the following orthoses and **fit completed orthosis** to the patient:
 - AFO: solid, ankle at 90°
 - KAFO: knee at full extension, ankle/foot at 90°
2. Fit the orthosis casted in 1.
3. Trace for one of the following orthoses:
 - HKAFO Double Upright
 - KAFO Double Upright
 - Please trace on white paper using black magic marker; show and explain tracing to video camera when finished.
4. Fit one of the following metal* spinal orthoses, with emphasis on patient preparation and communication
 - TLSO with AP control
 - LSO with APL control
 - TLSO with APL control

*All tasks are based on materials currently in practice. All materials used are currently sourced from manufacturers.
5. Fit a SOMI or Minerva – as if in a hospital setting and patient has a C2 or C3 fracture.
6. Fit a rigid thermoplastic TLSO



VPE Submission

When all the required procedures have been recorded, be sure to critically review your video. Once your media is finalized, send the four copies of the video, your signed video authentication form and consent forms for all patients/models who participated to BOC. Be sure to include your completed application, appropriate payment and other required information. Submit all requirements to:

BOC
Attn: Certification Coordinator
10461 Mill Run Circle, Suite 1250
Owings Mills, MD 21117

Notification

BOC will notify you when we have received your VPE, and you will receive your VPE results four to six weeks following your submission.