



## ***CPC Position Statement: Supervision of Non Certified Personnel***

The College of Pedorthics of Canada (CPC) believes that certified members of the College have the ultimate responsibility and accountability for pedorthic service delivery. The College has defined the scope of practice elements for Certified Pedorthic Technician [C Ped Tech (C)], Certified Pedorthist (Canada) [C Ped (C)], and Certified Pedorthist Master Craftsman [C Ped MC].

C Ped (C)'s and C Ped MC's are the primary service providers for assessment and orthotic/custom footwear prescription and fabrication. They have been evaluated both by a written and an oral examination process to ensure that they have the required skills and knowledge to help clients with their lower extremity problems. All Certified members are regulated by the College.

CPC supports the inclusion of support personnel in the delivery of pedorthic services to enhance the effectiveness of fabrication, modification and overall pedorthic treatment. Support personnel in pedorthics can include C Ped Tech (C)'s or they can be a diverse group of workers with different job titles and types of training. Certified Pedorthist and Master Craftsman must ensure the appropriate supervision of support personnel who carry out components of pedorthic treatment.

Appropriate supervision is crucial to ensure the quality of client services. When assigning tasks or components of pedorthic service or treatment the Certified member must ensure that:

- C Ped (C) or C Ped MC must review, discuss and confirm the appropriateness of work performed by any non-certified individual.
- Review of the clinical work be conducted including:
  - Analyses of the presenting problem
  - Recommended treatment plan
  - Design of the device or modification
- Supervising C Ped (C) or C Ped MC must co-sign all written documentation by non-certified individuals including both in clinic chart notes and any external correspondence to referring parties or agencies.
- Supervising C Ped (C) or C Ped MC assumes responsibility for all work completed by non-certified individuals whom they supervise. In the event of any complaint or clinical problem identified with the non-certified individual, the College will investigate the supervising certified member as they are identified as having ultimate responsibility for the quality of service.