



Application Deadline: September 12, 2008

Note: Exam is also available in French

Certified Pedorthic Technician (Canada) Examination Information

The College of Pedorthics of Canada has scheduled the examination leading to the designation Certified Pedorthic Technician (Canada). The following information outlines the eligibility requirements and application procedures.

Exam Date:	October 4, 2008
Time:	9:00 – 11:00 am
Locations:	Vancouver BC, Calgary AB, Winnipeg MB, Toronto ON, Elmsdale NS
Application Deadline:	September 12, 2008 Application form, eligibility proof and fees must be received by the deadline. NO EXCEPTIONS. (Faxed documents are not acceptable.)
Fee:	\$225.00 plus \$11.25 GST (price may be subject to change) <i>The exam fee includes a non-refundable administration fee of \$75.00.</i>

Note: Once a candidate has successfully passed the Certified Pedorthic Technician (Canada) examination, they are required to become a member of The College of Pedorthics of Canada. All certified members must maintain membership in both the Pedorthic Association of Canada and The College of Pedorthics of Canada in order to maintain certification. Members are also required to maintain a minimum \$1,000,000 in Professional Liability Insurance coverage. The College will send an invoice for membership fees along with a membership information package to successful candidates. The College will not send a certificate or certification numbers until full payment and proof of insurance is received.

APPLICATION REQUIREMENTS FOR C Ped Tech (C)

1. Employment Experience

- A candidate must have completed **1 year (2,000 hours) employment in pedorthics**
- The experience hours must have been completed prior to the application deadline.
- Only hours involving work within the pedorthic scope of practice may be considered (i.e., knee bracing and non-foot orthoses work does not qualify).
- The following currently-held professional designations: Certified Pedorthist; Certified Orthotist; Registered Chiropodist will be considered equivalent to 2,000 hours pedorthic experience.

2. Membership

- A candidate must be a candidate member in good standing in the Pedorthic Association of Canada.
- New memberships must be approved and in force for a minimum of 30 days prior to the application deadline. Applications for new memberships must be received by PAC no later than August 3, 2008.

Proof of Eligibility:

The following types of documentation should be submitted to substantiate eligibility:

- signed letter from employer, or referring professional, verifying the time worked in pedorthics and the specific job duties
- detailed resume
- proof of current certification status with the certifying body of other foot care profession

The documentation of employment experience must clearly state dates of employment and number of hours worked. If the pedorthic work has been combined with other work, the documentation must clearly state what portion of the work is pedorthic.

Note: CPC reserves the right to verify the proof of eligibility through its own investigations.

Certified Pedorthic Technician (Canada) Examination Application

Application Deadline: September 12, 2008

Please Print

Salutation (please circle one): Mr. / Ms. / Mrs. / Dr.

Name: _____
(Last) (First) (Initial)

Work Address: _____
(Company Name)

(Street)

(City) (Province) (Postal Code)

Business Phone: () _____ Fax: () _____

Home Address: _____
(Street)

(City) (Province) (Postal Code)

Home Phone: () _____ Email: _____

Please select your preferred method for exam results: Mail - Please select home or business address for mailing of your results
 Home Business
OR Email - Please print your email address above. Adobe Acrobat Reader is required to view results via email.

I WISH TO WRITE THE WRITTEN EXAMINATION IN THE FOLLOWING LOCATION:

Vancouver, BC Calgary, AB Winnipeg, MB Toronto, ON
 Halifax, NS

Payment method:

Cheque enclosed (payable to the College of Pedorthics of Canada) in the amount of \$236.25 including GST
 Visa MasterCard American Express Diners Club

Card number: _____ Expiry Date: _____

I, _____, authorize The College of Pedorthics of Canada
(fill in name on the credit card)

to charge my exam fees of \$236.25 to my credit card.

Signature _____

A fee of \$25.00 will be charged for NSF cheques. If credit card transaction is declined because the credit line has reached its "spending limit", then a fee of \$10.00 will be charged for each declined credit card transaction.

DECLARATION:

I authorize The College of Pedorthics of Canada to make any investigations it deems necessary to verify my qualifications and examination eligibility. I understand that the information provided herein, as well as any other communications relating to certification will be treated confidentially, except when required by legal process. I allow The College of Pedorthics of Canada to use my application and examination information for other information purposes provided that no personal identification is included.

I have read and understand the information provided in the application brochure. I declare that the foregoing statements are true and that my Proof of Eligibility is genuine. I understand that false application information or evidence of tampering with the certification procedures before, during, or after the examination may result in my disqualification from the certification program.

Applicant's Signature

Date

APPLICATION ENCLOSURES CHECKLIST FOR C Ped Tech (C):

Submit the following to The College of Pedorthics of Canada office:

- 1) completed, signed application form
- 2) payment in the amount of \$236.25
- 3) complete proof(s) of eligibility

No application will be processed until all documents are properly submitted. Post-dated cheques will not be processed until date of cheque; therefore cheques may not be dated after the deadline. All documents must be originals. No faxes will be accepted unless permission is given by the CPC office.

Please send completed applications to:

**The College of Pedorthics of Canada
Attn: Kirsten Parker
503-386 Broadway
Winnipeg, Manitoba
R3C 3R6**

**Phone: (866) 819-4354
Email: info@cpedcs.ca**

Please note that if you are requesting the examination in French, your request must be made at least two weeks prior to the examination date. Contact Kirsten Parker at kparker@cpedcs.ca or by telephone at The College office.

MARK VALUES, ATTEMPTS, PROCEDURES

The C Ped Tech (C) examination is a written examination. A mark of 80% is considered a passing grade. The exam is considered to be at a university level of difficulty.

All examinees write simultaneously with proctors supervising. The College of Pedorthics of Canada marks the exams at a later date.

A failing mark requires a full re-write. An examinee is permitted an unlimited number of attempts at passing the exam.

Should an applicant withdraw prior to attempting an exam, under reasonable and verified extenuating circumstances, a non-refundable credit for the full exam fee will be given. This credit must be applied to the next available exam session. A second withdrawal will result in forfeiture of the entire fee.

EXAM FORMAT

Written Examination

- 80 multiple-choice questions (1 mark each)
- question categories: clinical anatomy/pathology (approx. 40%); pedorthic management (approx. 60%)
- 2 hour time allotment

EXAM CONTENT

The C Ped Tech (C) exam tests the standard of knowledge expected of a pedorthic technician who independently manufactures orthoses and footwear modifications using patient files produced by a pedorthist. The technician must have sufficient knowledge of anatomical terminology, pedorthic principles, materials and footwear, to fully understand patient files and to produce pedorthic devices to specifications.

Anatomy of the Lower Limb

- anatomical terminology for structures, positions, and directions (e.g., medial, distal, metatarsal head, subtalar joint)
- skeletal and muscular systems (in general, locations and actions)
- surface anatomy (fitting and manufacturing landmarks)
- anatomical anomalies and deformities (e.g., hallux valgus; claw toes; clubfoot; pes planus)

Pedorthic Management - Orthotic Devices and Footwear

- generally accepted pedorthic approaches for supporting, accommodating and/or altering biomechanics using footwear and orthotic devices (e.g., metatarsal pads, posting, wedges, lifts, rockers)
- shoe anatomy and terminology; footwear fitting; orthopaedic devices; shoe modifications; orthotic materials; casting procedures (e.g., metatarsal bar; Thomas heel; foam impression; hallux valgus night splint; elevations)

SUBJECT LIST

The following items have appeared at least once in questions on the C Ped Tech (C) multiple choice exam. Familiarity with each of these items is strongly recommended for C Ped Tech (C) exam applicants. This is not an exhaustive list; additional items may also appear on the exam.

Anatomy & Basic Biomechanics

- planes - coronal, frontal, sagittal, transverse
- actions/positions - abduction/adduction, anterior/posterior, distal/proximal, dorsal/plantar, lateral/medial, dorsiflexion/
- plantarflexion, flexion/extension, inferior/superior, internal/external rotation, inversion/eversion, pronation/supination, valgus/varus
- terms - articulate, bilateral, chafing, contracture, deviation, digit, dislocation, displacement, excavation, excision, exostosis, foot-flat, foot slap, great toe, increment, inflammation, lever, malalignment, midline, neurological, neutral, nodule, ossification, palpate, periphery, post-op, prominent, purchase, ratio, rupture, subluxation, taper, thermal, toe-off, trunk, velocity
- Bones
 - calcaneus, cuboid, cuneiform, femur, fibula, ischium, metatarsals, navicular, patella, phalange, sesamoids, sustentaculum tali, talus, tibia
 - base, condyle, head, malleolus, tuberosity
 - joints - interphalangeal, metatarsal-phalangeal, subtalar
- Muscles
 - biceps femoris, extensor digitorum longus, flexor digitorum longus, extensor hallucis longus, flexor hallucis brevis, flexor hallucis longus, gastrocnemius, hamstring, lumbricals, peroneus brevis, peroneus longus, plantar aponeurosis/fascia, plantaris, popliteus, quadriceps femoris, rectus femoris, semimembranosus, semitendinosus, soleus, tibialis anterior, tibialis posterior, triceps surae, vastus lateralis, vastus medialis
- Achilles tendon, fat pad, insertion, ligament, tendon
- Conditions & Deformities
 - arthritis, callus, claw toe, Charcot joints, diabetes, equinovarus, forefoot supinatus, forefoot valgus, forefoot varus, genu valgum, hallux limitus, hallux rigidus, hallux valgus, hammer toe, heel spur, leg length discrepancy, lordosis, mallet toe, metatarsalgia, metatarsus adductus, metatarsus prima varus, plantar fasciitis, tailor's bunion
- Foot Types & Structures
 - forefoot, hindfoot, instep, midfoot, pes cavus, pes planus, pes valgo planus, transverse arch

Orthoses

- forefoot post, heel post, heel cup, metatarsal pad, Morton's extension
- PPT, pink plastazote, polypropylene, sorbothane, Spenco, subortholen, UCBL
- foam impression, plaster slipper, neutral position

Footwear & Modifications

- backstay, collar, combination last, counter, heel, heel breast, insole, lace stays, midsole, outsole, quarter, shankpiece, sock lining, sole, throat, toe box, toe spring, tongue, topline, tread, upper
- balmoral, blucher, board-lasted, casting, extra-depth, foxing, Goodyear welt, heel height, inflare/outflare, lasting, moccasin, pattern, slip-lasting, straight last, unit sole, vamp, wheeling
- sizing - ball girth, Brannock device, heel-to-ball, heel-to-toe, width
- AFO, balloon patch, elevation, flare, lift, metatarsal bar, point stretching, rocker sole, SACH heel, Thomas heel, tongue pad, velcro, wedge
- crepe, rubber

SAMPLE QUESTIONS

1. Which muscle of the quadriceps femoris is a flexor of the hip?
 - a) vastus lateralis
 - b) rectus femoris
 - c) vastus medialis
 - d) vastus intermedius

2. In order to relieve pressure on a tailor's bunion, the shoe upper should be stretched or cut at the:
 - a) lateral counter
 - b) posterior midsole
 - c) medial toe box
 - d) lateral forefoot

3. A Thomas heel differs from a regular heel in that it:
 - a) has a metal toplift to reduce wear caused by heel strike
 - b) compresses upon impact to absorb shock
 - c) is thicker laterally than medially to control supination
 - d) is extended distally on the medial aspect

ANSWERS TO SAMPLE QUESTIONS 1) B 2) D 3) D

RECOMMENDED READING

This is not an exclusive or exhaustive list. Applicants should study at least one text from each category.

ANATOMY

Clinically Oriented Anatomy, 3rd edition Williams & Wilkins	ISBN 0-683-06133-X	Keith L. Moore Price: \$77.95
Colour Atlas of the Foot and Ankle Anatomy Year Book Medical	ISBN 0-7234-1995-7	McMinn, Hutchings, Logan Price: \$46.95
Dorland's Illustrated Medical Dictionary, 27th Edition W.B. Saunders Company	ISBN 0-7216-3154-1	Price: \$57.95
The Foot: Examination & Diagnosis Churchill Livingstone	ISBN 0-443-08604-4	Ian Alexander Price: \$40.95
Surgical Anatomy of the Foot and Ankle, Vol 37, No 3, 1985 Login Brothers Canada	ISBN 8765-00495-7	Clinical Symposia Price: \$ 7.25

PEDORTHIC MANAGEMENT

Introduction to Pedorthics *Available only from the Pedorthic Footwear Association		Price: \$199.00 US Phone: (410) 381-7278 Website: pedorthics.org
Clinical Biomechanics of the Lower Extremities Mosby	ISBN 0-8016-7986-9	Ronald L. Valmassy Price: \$112.00
Foot Orthoses & Other Forms of Conservative Care, 2nd Edition Williams & Wilkins ***Available at the Pedorthic Association of Canada	ISBN 0-683-05974-2	Thomas C. Michaud Price: \$100.00

The Functional Foot Orthosis, 2nd Edition Churchill Livingstone	ISBN 0-443-04991-2	J.W. Philips Price: \$61.95
Principles & Practices of Foot Orthoses Williams & Wilkins	ISBN 0-683-09300-2	Kent K. Wu Price: Out of Print
A Practical Manual For A Basic Approach To Foot Biomechanics The Langer Foundation for Biomechanics and Sports Medicine Research * Available only through the Langer Foundation (US)		Langer, Wernick Price: \$24.75* Phone: (800) 233-2687
Professional Shoe Fitting Manual** National Shoe Retailers Association ** Available only from the Pedorthic Footwear Association		Rossi, Tennant Price: \$20.00 (US)** Phone: (410) 381-7278 Website: pedorthics.org
Pedorthics Canada (Quarterly journal) *** Available only from the Pedorthic Association of Canada		

These selections are suggestions only. Other texts may be suitable substitutions.

All listed books (except *, **and ***) may be purchased through the University of Waterloo Bookstore or any other university or public bookstore. The books are not generally stock items, therefore, they must be specially ordered.

University of Waterloo Bookstore Phone: (519) 885-1211 ext. 2049 Fax: (519) 747-2859
Allow approximately 3-6 weeks delivery. GST and shipping and handling are extra.
Books are also available through other university and public book stores.

***At this time, the Pedorthic Association of Canada offers one book for sale: Foot Orthoses and Other Forms of Conservative Foot Care by Thomas C. Michaud. This book is offered at a price of \$100.00 plus GST. To order, please contact the PAC office at 1-888-268-4404 or by email at info@pedorthic.ca.