



FINAL END REGULATIONS 2007 (valid from 6 May 2007)

1. General Provisions

After completion of a craniosacral therapy training at a Cranio Suisse accredited school and upon fulfilment of the admission requirements according to clause 2, the candidate can register for the final examination.

The responsables of the Craniosacral Therapy School (hereafter "CST School") examine the candidate's knowledge and expertise obtained during training in a written, oral and practical examination. An assessor from Cranio Suisse contacts the administration office of the CST School and discusses which examination parts the assessor will be present at.

Role of the assessor:

- The assessor observes and verifies the formal procedure of the examination which is stipulated in the school-internal regulations.
- The assessor has the right to perusal inspect all documents relating to the examination.
- After the examination the assessor is authorised to have an objection right as to the formal procedure of the examination.
- The assessor has practical experience in craniosacral therapy.

After successful completion of the examination, the CST School issues a certificate on the successful completion of the training, which is signed by at least one representative of the school. The certificate contains a remark stating that the CST School is a member of Cranio Suisse. The CST School sends a list naming all newly graduated craniosacral therapists to Cranio Suisse every 3 months.

2. Admission Requirements

The admission requirements below apply:

- a. A completed subject-related training of at least 300 lessons (1 lesson = 60 minutes).
- b. Confirmation of 300 hours (1 hour = 60 minutes) of basic medical knowledge. These courses culminate in an examination organised by the institute offering these courses. The required basic knowledge can also be acquired in a basic medical training.
- c. The below listed documents must be submitted to the administration office of the CST School 30 days at the latest before the examination date:
 - i. Two case studies (see appendix 1) *)
 - ii. 100 treatment protocols from at least 10 clients and a total of at least 100 treatment hours (see appendix 2) *)
 - iii. Confirmation of 3 treatments including feedback
 - iv. 25 confirmed self-experienced sessions with at least 3 different Cranio Suisse members or practitioners who completed a training that meets the standards of Cranio Suisse.
 - v. Confirmation of at least 10 hours of subject-related supervision (individual or group supervision).
 - vi. Confirmation of more than 40 hours of intervision.

*) *these must be verified and accepted by the CST School*

3. Procedure

The examination consists of the components below:

- Written examination according to module description "Therapeutical Work 1, Contents".
- Oral examination in the presence of two persons
- Treatment: A craniosacral therapy session in the presence of an expert from the school and an assessor from Cranio Suisse or a supervisor from any other accredited CST School.
- Thesis including discussion (see appendix 1)

4. Evaluation

Each component of the examination is evaluated as "passed" or "failed". The certificate on the successful completion of the training is issued provided all components of the examination were passed.

The candidate is notified about the examination result in writing within two weeks.

If a component of the examination was failed, it can be repeated within one year. If a component of the examination was failed twice, it can be repeated one last time within one year.

5. Administrative Provisions

The examination documents (according to clause 3) are kept by the CST School for at least 5 years. They are the property of the school and can only be consulted by certificate holders and assessors from Cranio Suisse.

Examination dates are set by the CST School 6 months in advance and are made known to Cranio Suisse. CST Schools which set individual dates per student for the craniosacral therapy treatment must inform Cranio Suisse about the date until one month prior to the date.

The assessor is remunerated appropriately by the CST School according to the cost agreement including travel expenses (see appendix 3).

6. Appeal Procedure

An appeal of the decision regarding the examination must be filed in writing and within 30 days to the school. This appeal is free of charge. In the event that the appeal is dismissed, the first court of appeal is the Board of Cranio Suisse. When filing the appeal, a fee in the amount of CHF 200.00 is due. The second court of appeal is the Appeals Committee of the umbrella organisation Xund, which makes a final decision. The CHF 200.00 and all costs of appeal must be borne by the defeated party.

Appendixes:

- *Appendix 1: Thesis and case studies*
- *Appendix 2: Findings and treatment protocol (examples)*
- *Appendix 3: Cost agreement*

THESIS AND CASE STUDIES

Provisions Regarding the Thesis

The student who is completing a craniosacral therapy training writes a thesis relating to the craniosacral therapy. The topic is selected upon agreement with a teacher.

The thesis consists of a text of 10 to 20 A4 pages (font size 12, line spacing 1½). Appendixes such as illustrations, graphics, longer extracts from professional articles, etc. are not counted with respect to the required amount of text.

Two copies of the thesis must be submitted 12 months at the latest after the examination date. One copy is kept by the school.

Creative equivalents are possible. These must be discussed with the administration office of the school.

Group work is also permitted; however, the individual amount and share of the group members must be discussed with a teacher in advance. The topic must also be suitable for group work.

The thesis can be about (please choose):

- Elaborating and documenting knowledge
- Elaborating, documenting and evaluating a question
- Gaining, documenting and evaluating experiences
- Producing something and documenting the production process (e.g., an anatomical model)
- Conducting, describing and documenting an action

The thesis is evaluated as passed or failed by the CST School and is accordingly accepted or not accepted as a component of the examination.

Provisions Regarding Case Studies

A case study report must include the details below:

- a) Personal details of the client: sex, year of birth, encoded name e.g. initials
- b) Anamnesis
- c) Perception of the therapist
- d) Agreed treatment (setting): duration, interval, procedure, etc.
- e) Treatment protocol about the techniques and observations regarding the client and the therapist (state, perception of the client, one's own perception, changes, limits)
- f) Self-reflection
Experiences: What did I learn? What can I improve? Self-evaluation: strengths and weaknesses, one's own limits

A case study must be at least five sessions long.

Example

Findings and treatment plan from

Surname, First Name:.....

Date of Birth: Address:

Postcode, Place:

Phone Number:

E-Mail Address:

Health Insurance Company/Insurance:

Reason for the Consultation:

.....
Therapy Goal of the Client:

.....
Incidents at Birth:

.....
Operations/Accidents:

.....
Other Therapies/Medicine:

.....
General Remarks Regarding the State of Health:

.....
Hobbies/Ressources:

.....
Approach/Attitude of Life of the Client:

.....
Impressions of the Therapist:

.....
Treatment Plan:

.....

Treatment Protocol

Session No.:

Date:

Surname, First Name:.....

Remarks and impressions of the client:

.....
.....
.....

Impressions of the therapist before the session:

.....
.....
.....

Impressions of the therapist during and after the session:

.....
.....
.....

Used techniques:

.....
.....

Exercises/self-treatment:

.....
.....

COST AGREEMENT

1. Scope of Application

This cost agreement applies to all CST Schools and the assessors of Cranio Suisse.

2. Remuneration of the Assessor

The assessor receives CHF 100.00/hour. The hours the assessor was present at the CST School and during the examination are remunerated (preparatory work and follow-up are possibly and time for travel are included in the remuneration). The total amount of remuneration must not exceed CHF 80.00 per examination and student.

3. Expenses

3.1 Travel Expenses

Travel expenses, i.e., 2nd class travel tickets, half-fare, in conjunction with the activity of an assessor are reimbursed regardless of the selected means of transport.

3.2 Board/Accommodation

The maximum remuneration on the day of the examination is: lunch CHF 25.00, dinner CHF 25.00.

Possible expenses for overnight accommodation must be discussed with the CST School beforehand.

4. Administrative Provisions

The remuneration is paid or wired to the assessor directly by the CST School.