



**ALLIED HEALTH PROFESSIONS COUNCIL OF  
SOUTH AFRICA**

**Professional Board for Chiropractic and  
Osteopathy: Guidelines for Chiropractic  
Internship Programme**

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## **Structure and staff of the internship programme**

The control of the internship programme resides under the Allied Health Professions Council of South Africa (AHPCSA) Professional Board for Chiropractic and Osteopathy (PBCO); an AHPCSA Internship subcommittee was established to co-ordinate the programme. The programme itself is facilitated by the Durban University of Technology (DUT), University of Johannesburg (UJ) and the Chiropractic Association of South Africa (CASA). The PBCO recognizes the significant involvement of these bodies and organizations, and the persons involved with establishing the current programme.

### **The members of the Internship subcommittee are:**

<b>Name</b>	<b>Position</b>	<b>Affiliation</b>
Dr C Yelverton	Chairperson of subcommittee (as chairperson of PBCO)	University of Johannesburg
Dr C Korporaal	National Internship Co-ordinator	Durban University of Technology
Dr Graeme Harpham	Natal Co-ordinator	Professional representative
Dr Simon Lawson	Gauteng Co-ordinator	Professional representative
Dr Louis Mullinder	Registrar of AHPCSA	AHPCSA
Ms Sikoe	Assistant Registrar	AHPCSA
Ms Beverley Hirst	AHPCSA director of operations	AHPCSA
UJ student representative	Annually elected	University of Johannesburg
DUT student representative	Annually elected	Durban University of Technology

The creation of regional committees that include adequate student representation should be established by the regional co-ordinators. The names of the sub-committees should be forwarded to the PBCO for noting by February of each year.

## **AIMS OF THE INTERNSHIP PROGRAMME**

### **The Aim of the Internship Programme is:**

- ❖ To expose the chiropractic intern to the understanding of chiropractic as a profession that functions not only as a primary health care entity, but also within a greater health care paradigm to ensure that the best interests of the patient are met and maintained and that the health of the public enjoys due and proper protection as mandated by the legal requirements of the Allied Health Professions Act, Act 63 of 1982.

### **The Outcomes of the Internship Programme are to transition the student through an intern phase to becoming a practitioner with the aim of refining the skills of the student / intern in terms of the following outcomes:**

- ❖ Practice direct contact (primary) health care as an entry portal provider for all patients (of all ages and gender).
- ❖ Promote the concept of wellness (in congruence with the primary health care principles) by assessing health risks in the community and attempting to reduce such by providing appropriate general and public health information and lifestyle counselling (as appropriate to the patient and the community).
- ❖ Refine the assessment of a patient's general health status, complaints and problems, by means of a detailed and pertinent case history, physical examination, regional examination and special test (diagnostic imaging, laboratory procedures, or further specialized testing) culminating in a diagnosis with treatment and / or referral as the case warrants.
- ❖ Further develop a goal-orientated patient management plan that addresses the treatment, rehabilitation and education of the patient.
- ❖ Continue to develop and maintain the appropriate health practitioner-patient relationship in terms of the code of conduct and ethical constraints as imposed by legislation governing the profession in South Africa.
- ❖ Deepen the ability to become self-directed learners so as to maintain an up-to-date working knowledge in terms of current findings in the field of Chiropractic and utilising the available continuing education opportunities as they present.

## **HISTORICAL PERSPECTIVE**

Prior to 2000, meetings regarding the Chiropractic Internship and its implementation fell to the Joint Chiropractic Liaison Committee. This Committee was a Chiropractic task team which reported to the Chiropractors, Homeopaths and Allied Health Service Professions Interim Council. As a result of the meetings under the Joint Chiropractic Liaison Committee, the Chiropractic Internship was much debated and after a call for proposals in 1999 and acceptance of one of the proposals, the National Internship Programme commenced in January of 2000.

The Gauteng and Kwazulu - Natal Regional Internship Programme Committees were formed to give input to the National Internship Committee (under the auspices of the Allied Health Professions Council) on aspects affecting the Internship.

Concomitantly with the formation of the Gauteng and Kwazulu - Natal Regional Internship Programme Committees, the Allied Health Professions Council, renamed as such, passed a resolution with respect to the Internship Programme for Chiropractic students and practitioners in early 2001 to give effect to the legislative requirement that an internship programme of up to one year (12 months), which required an Internship be instituted for Chiropractic interns.

The Allied Health Professions Council resolved that to facilitate the process of implementation, the Internship would be structured so as to allow for implementation over a number of years; further that such requirements for the Internship would be reviewed by the PBCO and Internship subcommittee on an annual basis, also to evaluate the resources available against the requirements and expected outcomes of the programme. These would be communicated to interns.

## **DEFINITIONS**

### **STUDENT**

Any person registered either at the Durban University of Technology or the University of Johannesburg for the purpose of completing the *Magister Technologiae* (Chiropractic) qualification at one of these institutions.

### **INTERN**

An individual who has completed academic requirements (viz. 5<sup>th</sup> year or masters level examinations), excluding the dissertation in partial fulfilment of the qualification and who has yet to be awarded the M Tech (Chiropractic) degree by Durban University of Technology or University of Johannesburg, but who is still required to fulfil the requirements of the Internship Programme.

### **STUDENT AND INTERN: SUPERVISION**

A student and intern requires direct supervision at all times during student-patient interaction, such direct supervision to be carried out by a qualified and registered Chiropractic practitioner, who is present at all times during any student-patient interaction.

### **INTERNS: OTHER MATTERS**

An Intern is further required to be registered with AHPCSA as an intern and carry own malpractice insurance. (Contact CASA or your malpractice insurance provider for malpractice cover).

**OUTLINE OF THE INTERNSHIP PROGRAMME**

<b><u>Category:</u></b>	<b><u>Outcomes:</u></b>
<u>“Academic Programme”</u>	<ol style="list-style-type: none"> <li>1. The completion of any opportunity so as to be engaged in continuous professional self-development in fulfilment of the requirements of the internship programme.</li> <li>2. The regular participation in an interactive forum, whereby an intern presents research, patient cases and discusses topics with experts drawn from various fields in fulfilment of the requirements of the internship programme.</li> <li>3. Presentation /participation in Congresses (Chiropractic Association of South Africa (CASA), South African Spine Society (SASS), South African Sports Chiropractic Association (SASCA), South African Sports Medicine Association (SASMA)) in fulfilment of the requirements of the internship programme.</li> </ol>
<u>“Work Experience Programme”</u>	<ol style="list-style-type: none"> <li>1. Attendance (observation) of and treatment (when under supervision) of patients within rural or urban hospitals.</li> <li>2. Attendance (observation) of and treatment of patients from communities within the environs of the Chiropractic Clinics at DUT and UJ.</li> <li>3. Attendance (observation) of and treatment of patients attending various sporting fraternity activities and related events.</li> <li>4. Addresses/lectures for the general public to further public education in the philosophy and practice of chiropractic, such as to public and private education providers, also to industry.</li> <li>5. The observation of medical professionals and</li> </ol>

	<p>complementary alternative medicine professionals, such observation to be used to extrapolate knowledge gained in furtherance of enriching the profession of chiropractic, as may be applicable.</p>
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**What can I do to achieve the outcomes of the “Academic Programme”?**

- ❖ Attend the regional CASA branch meetings;
- ❖ Attend tours to various organizations and institutions relevant to the philosophy and profession of chiropractic, alternatively associated with the health care field or allied health disciplines;
- ❖ Attend any conferences or seminars hosted by the CASA and any other organization associated with the health care field or allied health disciplines,
- ❖ Attend and complete a course with SAQA accreditation, or a post graduate chiropractic course, for example such courses as, but not limited to, the *International Chiropractic Sports Science Diploma (FICS)*, the *Paediatrics Masters Programme (ICPA)*, or the *Masters in Medicine: Sports Science*, offered through the University of KwaZulu-Natal;
- ❖ Provided that: No hours in fulfilment of the requirements of the M. Tech (Chiropractic) degree shall count to the outcomes of the Academic Programme.

**What can I do to achieve the “Work Experience” Outcomes?**

- ❖ Work at sports events (maximum 25% of the required number of hours). These events will be posted on the respective institutional notice board (physical or virtual) as and when available.
- ❖ Working at an accredited Clinic - Durban University of Technology Chiropractic Day Clinic or the UJ Chiropractic Clinic (as within the parameters that are set within these clinics).
- ❖ Participating in public talks and presentations chiropractic in nature or related to life skills development within a given community.
- ❖ Observation of practice parameters (including patient management and clinical practice, office management and any facet of clinic operations that enables successful practice organisation) (minimally 5 chiropractors at 5 hours each and 5 non-chiropractic but health care related practitioners for 5 hours each).
- ❖ Participating in community outreach programmes that are organized either through the institutions/regional internship programmes and are structured to house interns.



Internship Components	Examples	Description of work completed	Signature of relevant authority
<b>Academic component : 75 hours</b>			
<b>1. Fundamental</b>			
a. Literacy	Referral letters, case summaries (above/beyond those required by the institution).	Outline type and number of referrals	Clinic manager
b. Numeracy	Computer course Management courses Working at a practice as an administration assistant	Course / lecture title, date, time and duration. Employer as well as dates, time, duration and type of work.	Practitioner / Employer Lecturer, with qualifications or course co-ordinator
c. Life skills	Life skills include skills / activities involved in developing you as the intern in terms of personal growth and development	Course / lecture title, date, time and duration.	Lecturer, with qualifications or course co-ordinator
<b>2. Core</b>			
a. Basic Sciences	Lectures with respect to anatomy, physiology, general pathology or epidemiology are such examples.	Course / lecture title, date, time and duration.	Lecturer, with qualifications or course co-ordinator
b. Chiropractic Specific Techniques	CASA meetings, technique seminars	Course / lecture title, date, time and duration.	Lecturer, with qualifications or course co-ordinator
<b>3. Special or electives</b>			
a. Patient care	These lectures centre on patient management and patient care that do not fit any of the categories given below.	Course / lecture title, date, time and duration.	Lecturer, with qualifications or course co-ordinator
b. Chiropractic specialties	Myofascial, Graston Technique, Manipulative techniques, Paediatrics or Sports that pertain in particular to the chiropractic / osteopathic professions.	Course / lecture title, date, time and duration.	Lecturer, with qualifications or course co-ordinator
c. Care for a group of disadvantaged	Educare, ergonomics, life skills training – this is with particular reference to the geriatric and paediatric populations as well as to high risk groups (HIV, TB, infectious diseases).	Name of hospital / institution, date and period of stay	Letter from the head of the relevant institution
d. Diagnostic ambit	This looks a diagnosis (blood work or other special tests), imaging, patient infection screening or differential diagnoses presentations	Course / lecture title, date, time and duration.	Lecturer, with qualifications or course co-ordinator
e. Alternative Health Care	Lectures regarding Homeopathy, Naturopathy, Phytotherapy, Chinese medicine, Acupuncture, Ayurveda, Traditional (African) Medicinal approaches, Unani Tibb, Aromatherapy, Reflexology, Massage and / or any other supplemental care. Nutrition and supplementation are also considered here.	Course / lecture title, date, time and duration.	Lecturer, with qualifications or course co-ordinator
f. Research (excluding Master's)	PhD studies, collaborative research, involvement in other research projects	Title of research, supervisor and date of commencement	Supervisor with qualifications
g. Involved in education	Student demonstrator, tutor, assistant in practical work, understudy.	Subject, course, institution, timetable outline per week	Lecturer, with qualifications or course co-ordinator

**Work experience : 600 hours**

a. Community service Note 20% may be paid work	Marburg Haven, Kimberley Hospital, Community outreach programmes	Name of hospital / centre, date and period of stay	Confirmation of flight sheets, patient sheets, evaluation sheets, letter from the supervising doctor
b. Professional interaction Note 20% may be paid work	Attending surgery Observation of : 5 Chiropractors and 5 medically qualified persons (5 hours minimum each)	Name of contact person, date and time. This needs to be on a letterhead or doctors pad indicating duration of visit, date and duly signed by the doctor / chiropractor.	Copies of the written interaction
c. Educational drives / public relations Note 20% may be paid work	Public Talks - schools, homes for the aged Research presentations (during patient recruitment as well as post research completion)	Organisation name, date, time and duration of presentation	Copies of the presentation, letter from the head of the relevant institution
d. Sports events (not more than 25% = 150 hours) Note 20% may be paid work	As arranged through the regional internship committee	Event name, date and time period.	Diary, letter from relevant authority
e. Chiropractic Clinics	Patient numbers as confirmed at the Chiropractic Clinic(s) 1 new patient = 1 hour 1 follow up = ½ hour		Copy of patient number printout

Certified copies of all documentation to be bound and submitted to:

KZN Internship Committee: Dr. C. Korporaal / Dr G Harpham after the completion of the internship interviews.

Gauteng Internship Committee: Dr S. Lawson after the completion of the internship interviews.

## **RULES FOR THE INTERNSHIP PROGRAMME**

### **A. REGISTRATION**

All students are required by law to register as an intern with the Allied Health Professions Council (AHPCSA), on submission of their research for purposes of marking.

The application forms for registration can be obtained from:

The AHPCSA – 012 3492331

The AHPCSA website – [www.ahpcsa.co.za](http://www.ahpcsa.co.za)

The offices of Dr C. Korporaal at the Durban University of Technology.

The offices of Dr C. Yelverton at the University of Johannesburg.

These forms need to be returned to the AHPCSA at 012 3492327 (fax), along with proof of payment in order for the registration to be processed.

The AHPCSA will inform the National Coordinator once the Internship Registration Number has been issued.

Once you have your internship number and you have qualified from your institution, you are able to obtain malpractice insurance through CASA (Dr Reg Engelbrecht – 058 3034571), you will be able to complete any outstanding work experience components that you may have.

### **B. REPRICOCITY**

Interns are able to complete the internship in either or both regions; however they can only apply for the submission of the portfolio in ONE region.

### **C. WORK DONE**

There may be times when you wish to consider attending and/or completing a particular course, or a post graduate chiropractic course (International Chiropractic Sports Science Diploma and the Paediatrics Masters Programme or any other programme). If you are unsure as to whether this counts towards the portfolio or not, you will need to submit the relevant details (electronically) to the relevant regional committee in order for them to review your submission and make comment.

### **D. CODE OF CONDUCT**

Interns will at all times be adherent to the conditions as stipulated in:

- ❖ The Rules of the Durban University of Technology / University of Johannesburg – General Handbook (as applicable).
- ❖ The Rules of the Durban University of Technology / University of Johannesburg – Chiropractic Department Handbook (as applicable).
- ❖ The Rules of the Durban University of Technology / University of Johannesburg – Clinic Manual Handbook (as applicable).
- ❖ Applicable provisions of the AHPCSA Act and Regulations (as received from the Allied Health Professions Council on registration with the AHPCSA).

Breaching of any of one these rules will result in disciplinary action from either the Durban University of Technology/University of Johannesburg or the Allied Health Professions Council, or both.

**No intern is allowed at any point to hold him/herself out as a practitioner or to practise for gain.** This infringement will result in disciplinary procedures being implemented by the AHPCSA (Please refer to Act 63 or 1982 with regards to disciplinary procedures).

#### **E. EXAMINATION / ASSESSMENT**

The final assessment will be by means of the submission of a portfolio in hard copy and email copy. This portfolio will be based on the intern's involvement in the Internship throughout the period of internship. This will include the academic as well as the work experience components. The interns may also include private work as is applicable to the development of a better practitioner (under life skills).

**The assessment of the portfolio will be done by the relevant Internship Committee and will take a maximum of 2 weeks from date of submission.**

The assessment criteria:

- ❖ The work experience hours accepted need to be within the last 2 years previous to portfolio submission.
- ❖ All portfolios must break down attendance into HOURS.
- ❖ Conferences and lectures attended: state subjects covered, contact details of organizers, lectures.
- ❖ Numbers of patients seen must be broken down into separate research, M.Tech: Chiropractic requirements met and internship programme numbers.
- ❖ The balance of the various aspects of the portfolio – there needs to be an entry in each block of the evaluation format.
- ❖ The reflections of the intern on the work accomplished and how that accomplishment has brought them further in their development as practitioners – letter of the pros and cons of the process.

- ❖ The authenticity of the portfolio, in terms of the work being that of the intern may be verified by committee members making spot checks by calling any references mentioned in the portfolio.

An interview will be held between the Internship Committee representatives and the Intern at the availability of the members of the committee.

**F. RULES BINDING:**

<b>Academic Component MINIMUM hours</b>	<b>Work Experience Component MINIMUM hours</b>
75 hours	600 hours

<b>New and follow up patients in the Accredited clinics</b>	<b>Community Service Allocation</b>	<b>Sports Allocation</b>	<b>Public relations</b>	<b>Professional Interaction</b>	<b>Work Experience Component MINIMUM hours</b>
Total in subsequent columns to be deducted from final total and result will equal the total number of hours that shall be completed by attendance at Community Service Venues.		Maximum 150 hours	Minimum 5 hours	Minimum 50 hours	Final total : 600 hours
Consideration will be given to patients seen at the Chiropractic Day Clinic (only those patients seen at the clinic above and beyond the requirements for the M.Tech: Chiropractic will be considered).		Each of these categories is allowed 20% paid work to count towards the respective totals. These 20% allocations need to be marked clearly as PAID work and differentiated from unpaid work.			

## **PROCEDURES FOR THE INTERNSHIP PROGRAMME**

### STEPS TO FOLLOW FROM 5<sup>TH</sup> YEAR TO COMPLETION OF THE INTERNSHIP PROGRAMME (Flow diagram on flowing page)

1. Student registration with the AHPCSA at the beginning of 1<sup>st</sup> year through 5<sup>th</sup> year.
2. At the beginning of “6<sup>th</sup> year” year – registration with the AHPCSA as an intern (i.e. on successful completion of all 5<sup>th</sup> year examinations).
3. Contact CASA or your malpractice insurance provider for malpractice cover.
4. Complete research
5. Submit portfolio for review whilst the research is in marking in order for any portfolio committee requirements to be addressed.
6. Qualify from institution.
7. Submit portfolio for final evaluation.
8. Attend internship interview.
9. Recommendation by the internship committee for registration to the national internship co-ordinator.
10. Recommendation by the national internship co-ordinator for registration with the AHPCSA (via the professional board).
11. Registration as a practitioner with the AHPCSA.
12. Registration with the Board of Health Care Funders on PCNS framework.

Further information will be supplied to you at the interview with regards the following steps in the process to complete all requirements for registration with the relevant bodies as a practitioner.

## Algorithm for Registration as a Practitioner:

