



**Saint Martin's College
of
Orthopaedic Therapy**

Learner Handbook

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On behalf of the tutors and staff of Saint Martins College I would like to take this opportunity to welcome you to the college. We hope that your time here will be a very positive learning experience.

This student handbook lists the college rules and regulations and also lists the examination procedure. If you have any questions or need assistance with any college related matter please feel free to contact the college, where we will endeavor to assist you. Finally I wish you the very best in your future career as a therapist.

Neil Sheehan.

Mission Statement

The mission of Saint Martin's College is to provide an educational opportunity for people interested in orthopaedic and soft tissue therapy. The College provides education and support to all learners with the aim of producing confident, competent therapists with a high standard of care and training. It is our intention to provide learners with the skills necessary to enable them to pursue a career in orthopaedic and soft tissue therapy.

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- 1. Learners are expected to attend all course weekends in order to sit end of year exams.**
 - 2. Learners must wear therapy tunic and pants as uniform when attending college weekends.**
 - 3. All college fees are to be paid by the dates agreed on commencement of the course. No results will be issued to learners until all fees are paid in full.**
 - 4. Learners must attend the minimum number of hours listed for their course. Learners may organize their own clinical placement with the permission of the College Principal.**
 - 5. Full uniform i.e. tunic and pants must be worn during all clinical hours.**
 - 6. Neat appearance is expected at all times during training weekends and clinical hours.**
 - 7. Learners are expected to do a minimum of 8 hours per week home study between college weekends. A high level of commitment is expected for this course, both in and out of college hours.**
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- **Learners need to bring pens, paper, and coloured pencils to each weekend session.**
 - **Course manuals will be provided to each learners during the first weekend.**
 - **Each weekend the learners will sit a revision exam on the course content from the previous weekend.**
 - **Learners must be available to attend clinical hours during the course.**
 - **Learners provide their own uniform of therapy tunic white in colour or white College Polo shirt and dark coloured pants. Comfortable sensible shoes must be worn each weekend and during clinical hours.**
 - **Learners are expected to allocate a minimum of 8 hours for home study and skill practice per week.**
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- Full attendance is expected at all college weekends. 10 weekends per year.
- It is essential that learners attend on time for every weekend session.
- Saturday 9.30 am to 5pm, Sunday 10 am to 5pm

Clinical Hours:

- Attendance and Punctuality is essential for all clinical hours. Results will not be issued to learners who have not completed the clinical hours
- The hours will be organised in consultation with the learner to ensure the times are suitable. Hours may be completed at another clinic with prior consent from the college
- Uniform must be worn and neat appearance is essential.

Assignments & Projects:

- All assignments and projects must be handed in by the set date.
- Failure to have completed assignment submitted on time will result in a 5% penalty.

Pre-Examination Assessments: (ITEC Sports Massage Therapy)

- Learners must attend the pre-examination assessments.
 - Failure to attend the pre-examination assessments will disqualify the student from eligibility to sit their final examination in Sports Massage Therapy.
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Year 2 Course Dates 2018-2019

October	November	December	January	February
6th-7th	3rd-4th	1st-2nd	5th-6th	2nd-3rd
March	April	May	June	
2nd-3rd	6th-7th	11th–12th	8th-9th	

Final Examinations June 22nd

Note: Sports Massage Training Day April 27th
Sports Massage Exam Day TBC

Final Examinations:

- Final examinations will be held in June each year.
- The date will be notified at the start of the year along with the weekend dates.
- The final examinations will be a written paper and a practical examination. The examinations will be set and carried out by an outside examiner each year.
- Year 1 learners will sit ITEC Anatomy & Physiology level 3 and QQI level 5 Anatomy & Physiology
- Year 2 learners will sit ITEC Sports Massage level 4.

Results:

- The results will be posted to each learner within 4 weeks of the date of the final examinations once all clinical hours evidence has been submitted.
- Learners will receive their scores for each section of the exam.
- Diplomas will be awarded to successful learners.

Registration:

On successfully completing the Diploma in Orthopaedic & Soft Tissue Therapy we recommend that learners apply to complete the Higher Diploma In Orthopaedic & Soft tissue Therapy or complete the Manipulative Therapy and Advanced Clinical skills course. These courses will enable the learner to apply to the Register of Orthopaedic & Soft Tissue Therapists of Ireland (ROSTI)

ROSTI is Irelands only independent non-profit organisation orthopaedic therapists in Ireland. On being accepted for membership, fully qualified therapists qualify for approval by VHI healthcare, Laya healthcare and Aviva healthcare.

See www.rostireland.com for further information.

Appeals:

- On receipt of examination results learners may appeal any section of their result within 14 days of receiving same.
- Appeals must be made in writing to The Principal. Saint Martin's College, Main Street, Ballincollig, Co Cork.
- On receiving an appeal the examination in question will be scrutinised a second time by the appeal board comprising of the outside examiner and the college principal.
- The learner will be informed of the result of the appeal within 21 days of the college receiving the appeal.

Re sits:

- A re sit examination will be offered to learners for any part of the examination that has not achieved a pass mark.
- There will be a fee for the re sit exam. €100 per section.
- In the event of a learner not achieving the pass mark following the re sit examination the student will need to repeat the year.
- A pass will be awarded to learners who are successful in the repeat examination.

Grading system Year 1

80%+ Distinction

65% - 79% Merit

50% - 64% Pass

Grading System Year 2,3,4

80%+ Distinction

65% - 79% Merit

60% - 64% Pass

To progress to the next year learners must receive a minimum of 65% in the current year.

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