

EL 5.4 Continuing Education Policies

The Executive Director, Director of Education, Chair of the Executive Education Committee, and Faculty shall not allow, encourage, or fail to disclose violations of the RISI Educational Model. Accordingly, the Executive Director shall ensure the requirements for the Basic Educational Program and the Continuing Education Program are met as defined in this policy.

A. Purpose of Continuing Education Program

The Rolf Institute® of Structural Integration, and the affiliated Regional International Organizations (RIOs), are committed to maintaining and enhancing the knowledge and skill of all Rolfers™ through career long learning opportunities. This is supported through the RISI/RIO Continuing Education (CE) programs.

Generally speaking, the Continuing Education Program offers courses for individuals who are already certified in Rolwing® SI, Rolf Movement Integration® (RMI), Advanced Rolwing® SI or a field related or adjunct to Structural Integration. Continuing Education courses are designed to provide students with updated or extended knowledge that is useful to their ability to perform their job and further their careers in Rolwing SI or a related field of practice. While the intent of CE courses offered through RISI or a RIO is to provide a broad set of topics, these courses will generally address topics essential to elements of Rolwing Structural Integration.

There are specific courses within the CE program, termed ***Required Intermediate CE Courses***, that are required prior to initiating Advanced Training. The use of this new classification will be explained in this policy.

B. Scope of this policy

The RISI and affiliated RIOs offer two types of Educational programs; (1) RISI Certification Programs, leading to certification in Rolwing SI, Rolf Movement Integration or Advanced Rolwing SI, or (2) Continuing Education (CE) Programs that provide continuous learning opportunities. RISI Certification Programs, including the Rolwing® SI, Rolf Movement® Integration, and Advanced Training Program are covered in separate policies. Therefore, this policy covers CE courses that are generally offered in shorter training formats.

C. Types of Continuing Educational Courses

(1) Continuing Education Courses

Continuing Education courses are generally shorter courses designed to provide students with updated, extended or adjunct knowledge and skills that are useful to further a student's career and understanding of our field. (CE courses are not designed to individually or as a series lead to certification in Rolwing SI, Rolf Movement Integration or to Advanced Rolfer™ certification.

(2) Required Intermediate CE Courses

Within the list of CE programs offered by the RISI and the RIOs, there are certain CE courses that are required prior to enrolling in the Advanced Training Program. These CE courses are called ***Required Intermediate Continuing Education Courses***. Required Intermediate CE Courses will include specific courses that best prepare students for entrance into the Advanced Training Program. The course models for these Required Intermediate CE Courses are developed by the RISI with input from affiliated RIOs.

Required Intermediate CE courses (15 credits which includes 5 Required Rolf Movement credits) will partially fulfill the 18 credits required prior to entering Advanced Training and as specified in the Master Agreement. Enrolling in any other CE course(s) offered through the RISI/RIO will fulfilled the remaining three credits..

Note: Required Intermediate CE Courses must meet the prescribed RISI Required Intermediate CE Course Model requirements. This Required Intermediate CE Course Model Requirement is designed intentionally to prepare students for the Advanced Training Program. Similar to the courses leading to certification in Rolfing SI and Advanced Rolfing, the Required Intermediate CE Course models are set by the RISI, in collaboration with the RIOs, and cannot be changed without RISI approval. This ensures that the Required Intermediate CE Courses use the same course models worldwide.

Note: The Required Intermediate CE course curriculum(s) will be developed by a RISI International committee. Each RISI/RIO CE Committee will administer the final Required Intermediate CE Course Model requirements and programs.

(3) Rolf Movement Integration Courses and Rolf Movement Integration CE Credits

The Rolf Movement Certification Program in the U.S. may be offered as a series of workshops focusing on various aspects of a unified movement theory, and taught in different regions of the country. These workshops may be accrued in such a way to obtain certification in Rolf Movement Integration. Importantly, these workshops may also be taken independently for Rolf Movement Continuing Education credit when certification in RMI is not desired or to fulfill the requirement of the Master Agreement for Rolf Movement Integration Credits (5 credits). The Required Rolf Movement Intermediate credits required for entrance to the Advances Training and thus used to fulfill the Master Agreement can also apply towards certification in RMI.

D. Definition of Continuing Education Credits

The RISI measures Continuing Education in the form of CE credits (CECs). Continuing Education credits are defined by number of classroom hours and relate to a typical course day

and hours. Thus, one (1) CE Credit is usually defined by the RISI as one day of training, with a required minimum of 7.5 hours/day. If workshops are offered in other formats, such as partial days, then total credits will generally be calculated as 1 credit per each 7.5 hours of accumulated course time.

Continuing education credits may vary by subject matter, time commitment, and regulatory or professional compliance. Each RIO has the authority to create a process for approving CE courses, and awarding credits for their completion. RISI and RIOs will work in conjunction with licensing and oversight organizations to meet the needs of their members by ensuring that a broad spectrum of continuing education programs are offered.

Required Intermediate CE courses have unique requirements to ensure uniformity between RIOs. These requirements are outlined in the following section of this policy.

E. Required Intermediate CE Course Requirements

All post-graduate Required Intermediate CE courses must meet the following additional requirements:

1. Required Intermediate CE Courses, like the RISI Certification Programs, must be 100% compliant with the RISI Standards of Practice.
2. Only approved RISI Faculty may teach Required Intermediate CE Courses. This limitation is undergoing further discussions that may allow for Teacher-in-Training (TNT) candidates, and/or other approved providers to offer Required Intermediate CE Courses. Additionally, there may also be certain limitations placed on a teacher, which restricts them to teaching only within their area of expertise (example: life sciences faculty for anatomy, movement faculty for movement courses, etc.). This policy will be updated once these teaching parameters are established by the RISI in collaboration with affiliated RIO input.
3. Required Intermediate Course instructors are required to teach specific skills or concepts that enhance and deepen a student's understanding of the ten series as taught by the RISI and its international affiliates in compliance with the course models.
4. Required Intermediate Courses will be aligned with the RISI Structural Integration Assessment Rubrics.
5. A Required Intermediate Course approval application must be submitted to the appropriate RISI or RIO CE Committee for review, and pre-approved prior to the class being offered and any certification credit is issued.
6. Approval of Required Intermediate Courses will last for three years.
7. The Required Intermediate Course Approval Application will include the following:

- a) A comprehensive Syllabus,
- b) A complete course description, and
- c) A copy of primary materials.

Note: All USA approved Required Intermediate Courses must use and upload all materials to the RISI Learning Management System one month prior to the course offering. The RISI or RIO will track CE credits issued to any member.

- 8. The RISI or RIO will track CE credits issued to any member.
- 9. Approved Required Intermediate Course credits must be issued by RISI or the RIO in order to count towards the 18 AT pre-requisite credits and member Master Agreement credits.
- 10. In order to receive certificate credit or elective credits, the course must be listed through the RISI or RIO website.
- 11. Paper or Electronic Certificates for the Required Intermediate Courses may be issued either by the RISI or the RIOS.
- 12. Any credits earned towards completion of the pre-requisites for the AT program under the previous RISI CE policy for manipulation, cranial-sacral and Rolf Movement Integration will be grandfather/mothered in and accepted as pre-requisites for the Advanced Training.
- 13. All Required CEs granted through RISI will have reciprocity internationally.

F. CE Requirements for Advanced Training and per the Master Agreement

Once certified as Rolfers, members agree per their Master Agreement with the RISI to accumulate eighteen credits (1 credit = 1 day or ≥ 7.5 hours) of Continuing Education coursework. The Required Intermediate CE Courses, including the required Rolf Movement Integration credits (5 days/5 credits) are to be completed within a seven year period post certification in Basic Training.

In summary, the eighteen credits (days) include the following:

Coursework Description	Credits
Intermediate Required CE Courses	Ten (10)
Intermediate Required CE Course (Rolf Movement Integration)	Five (5)
Other CE Course Credit (not from Intermediate Required CE courses)	Three (3)

Total Credits	Eighteen (18)
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While the Required Intermediate CE course credits are designed to prepare one for the Advanced Training and comply with the prerequisites for enrollment, the Required Intermediate CE courses may also be taken for elective credit as part of ongoing CE training.

(Note: these requirements will need to be reflected in the 2017 Master Agreement.)

G. Continuing Education Program Implementation

With this policy revision, the RISI has added a new category of CE Courses. These CE courses are called ***Required Intermediate Continuing Education Courses***. These are CE courses that will specifically be required prior to enrolling in the Advanced Training Program; hence the new term - ***Required Intermediate Continuing Education Course***.

(1) Overview of Continuing Education Programs

While RISI policy sets out requirements for the RISI Certification Programs and the Required Intermediate CE courses needed to enter and complete the Advanced Rolfing Certification, it allows for each RIO to establish further opportunities for continuing education that meet the needs of their members. Continuing Education Courses assume that the student already has a high level of understanding of the subject matter and is an engaged professional in the field or a related field of Structural Integration. However, unlike the RISI Certification Programs and the Required Intermediate CE Courses, CE courses may vary more extensively in subject matter, as they do not have a prescribed curriculum. Continuing Education programs may touch on recent trends, a deeper dive into an aspect of the work, research, topics that relate to other complementary therapies, etc. Continuing Education courses may be taught in a series and even lead to a certificate; however, they do not lead to a RISI Certification and will only count as “required intermediate credits” applicable towards the Advanced training if approved by the process set forth in this document.

Continuing Education courses are approved through a process for review and approval, established by each region. This includes the parameters for awarding CE credits, topics and subject matter, approving instructors, etc. Each international region’s Continuing Education Committee will be representative, and, where feasible, include faculty from each of the certification programs, including the Basic Faculty, the Advanced Faculty and the Rolf Movement Faculty; administration; and possibly Advanced Rolfers

Unlike the RISI Certification Programs, Continuing Education programs may or may not be 100% SOP compliant, and therefore must advertise specific SOP content information for the purpose of informing membership.

(2) Method and Delivery of Continuing Education Programs

The method of delivery of Continuing Education Courses may include traditional types of classroom lectures and laboratories. However, some continuing education programs may also make use of remote learning, which may include independent study, but can also include video-recorded/CD-ROM material, broadcast programming, Online Education or other means of delivery. Courses may also combine these methods to offer adult learners the option of having in-classroom and online learning. Additionally, independent study and the use of conference-type group study groups - which can include study networks (which can, in many instances, meet together online) - as well as different types of seminars/workshops, can be used to facilitate continuing education learning. Any combination of traditional, distance, and conference-type study may be used for a particular continuing education course or program.

(3) Approval Process of CE Instructors

In order to ensure high standards for all post-certification programs, it is essential to ensure quality instructors. Each region will establish a process for approving CE instructors within the following parameters:

- a. All RISI approved Faculty and Emeritus Faculty are qualified to teach in any Continuing Education course, with the exception that RMI Continuing Education Courses must be taught by Rolf Movement Faculty
- b. Any RISI or RIO member that has completed their Advanced Training and is in good standing may teach CE classes.
- c. All providers must provide to the regional CEC a Curriculum Vitae and 2 letters of recommendation, one from a RISI member in good standing and one from professional from a relevant field.

4. Fee Structure for Continuing Education Courses

RISI and its affiliates are free to establish different fee structures associated with offering Continuing Education Courses, including the following:

- a. Placing limitations on tuition for Required Intermediate CE
- b. RISI and its affiliates are required to monitor that local tax and other regulatory requirements.
- c. Posting fee for posting CE courses.
- d. Certificate fee paid by student to the Rolf Institute and/or Regional International Organization (RIO) for certificate issuance and tracking of credit hours.
- e. Fees associated with renting space from the RIO or RISI.

f. Other student or administrative fees (e.g., materials, Learning Management Fee, etc.)

5. Continuing Education Courses and Reciprocity Between Regional International Organizations, USA and Countries in Development

There will be reciprocity between all RISI organizations for any RISI Certification Program (i.e. Basic Rolfing SI Certification, Rolf Movement Certification, and Advanced Rolfing Certification) and for Required Intermediate Continuing Education courses.

Reciprocity for Continuing Education courses that are not Required Intermediate CE course will be considered on a case-by-case basis.

6. Presence of Non-Rolfers in Continuing Education Programs

All Continuing Education courses, including Required Intermediate CE Courses, are open to Rolfers, as well as graduates from other IASI approved schools with permission from the instructor. Other professionals from related fields are also allowed into CE courses with permission from the instructor.

Applicants who wish to enroll in a CE course in order to fulfill their prerequisites for the Advanced Training will be given priority admission.

For example:

In CE courses,

- (a) Certified Rolfer's fulfilling their Advanced Training Requirements will have preference, followed by
- (b) SI graduates from recognized schools on track to fulfill requirements for Advanced Rolfing Certification,
- (c) Other Rolfers and Rolf Movement Practitioners taking courses for general interest, and finally,
- (d) Others with instructor approval

H. Trademark

Attendance in a class affiliated with the Rolf Institute or taught by a Certified Rolfer does not entitle non-Rolfers to use any of the service marks, including Rolfing®, Rolfer™ and Rolf Movement®.

Adopted: 2013 Revised: April 2016

Monitoring:

Method: Internal Frequency: Quarterly

Key Documents: Continuing Education Guidelines EL 5.2 Advanced Training