Chairman’s Message

To the O & P Community:

What an incredibly busy and successful year 2016 was for the National Commission on Orthotic and Prosthetic Education (NCOPE). We are responsible for overseeing and maintaining accreditation for 13 masters’ level programs, seven technician programs, and five pedorthic programs. Additionally, NCOPE is responsible for accrediting residency programs throughout the United States, while developing and providing continuing education specific to residency structure. I would like to highlight some of the recent changes to the board, staff and programs at NCOPE.

NCOPE is comprised of a seven-member board of directors, a four-member executive committee, three full-time staff and a newly established part-time Clinical Resource Director (CRD). We continue to promote increased educational standards for all facets of the profession to ensure that O&P professionals are fully competent to address clinical needs through a patient-centric approach. In addition to establishing new initiatives, this past year we focused on completing the initiatives established by previous boards.

The board of directors underwent a few changes at the end of 2016. We were sad to say goodbye to three directors who rotated off the board, Dan Minert MS, CO, ATC, Edward Neumann PhD, PE, CP, FAAOP, and Gloria Rogers DPT. We are grateful for their years of contributions to NCOPE and the profession. Incoming board members for 2017 include Michael Madden CPO, LPO, FAAOP, Wendy Beattie CPO, FAAOP, Mark Clary CPO, FAAOP, and Marilys Randolph PT, PhD.

Because of the increased depth and breadth of activities over the past several years, there was a need to add a part-time Clinical Resource Director. This staff position is responsible for assisting in clinically-based initiatives and research. Ms. Arlene Gillis CP, LPO, FAAOP was hired in 2016 and we appreciated her dedication and support in assisting us with our goals. Arlene has since accepted a full-time role with the International Institute of Orthotics & Prosthetics and is no longer able to serve as our CRD.
We are pleased to announce that Christopher Robinson, MS, MBA, CPO, ATC, FAAOP (D) has been hired as interim CRD and we look forward to his contributions to our mission through his significant clinical knowledge and diverse background in education, data analysis, and computer-programming.

We have been working with Chris Robinson, Ashley Mullen, CPO and Jonathan Day, CPO to deliver the Approved Clinical Mentor (ACM) program. This course enables participants to attain the best outcome for student learning by concurrently advancing concepts of clinical teaching and clinical practice. This program serves to support NCOPE’s mission of increasing the educational standards in the profession.

The Orthotic and Prosthetic Centralized Application Service (OPCAS) system has been in place for a number of years allowing prospective students to submit an online application to 11 of the 13 current master programs. In 2015, we initiated the Orthotics and Prosthetics Residency Centralized Application Service (OPRESCAS) system which allows prospective residents to apply to residency programs through a single portal. This CAS system increases efficiency for both residents and residency programs while allowing us to obtain data on who is hiring and where. Along with this type of data collection, we have been working with Paul Prusakowski, CPO, FAAOP to establish a resident-patient tracking system that collects data in real-time. This system is currently going through beta testing, and will allow us to ensure residents are completing required patient exposure experiences and competencies.

We have also established an on-line repository for files and documents for direct board member access. The Board Management System allows board members to communicate on various activities while maintaining a repository of documents for easy access. Additionally, we have implemented an Accreditation Management System allowing prospective residency sites to submit residency applications electronically and educational programs to submit their application/self-study. This has increased efficiency for prospective sites as well as site reviewers.

Appendix B of the O&P Master’s Standards was due to be reviewed and updated in 2016/2017 and this project has been initiated. The parties of interest have been engaged to ensure that the educational standards are reflective of current practice. Existing O&P technician standards as well as
O&P assistant standards are also being reviewed to ensure comprehensive educational goals.

We have worked diligently to ensure that educational standards and residency programs are reflective of current clinical care. We will continue to be involved at local and national meetings and conferences to continue to keep a pulse on the O&P community at large and to ensure it remains a vital link to the O&P profession.

Sincerely,

Charles W. Kuffel, MSM, CPO, FAAOP
Chairman
Accreditation at a Glance 2016

During 2016, NCOPE performed accreditation and approval services for the following programs, courses and CAAHEP activities:

**Education Programs**

**Orthotist/Prosthetist Level**

- Master Level Standards: Conducted second face to face meeting February 2016 with educators on changes to Appendix B (curriculum section of standards)

**Assistant Level**

- Recognition of Profession Under CAAHEP: Application submitted to CAAHEP and approved in November 2016

**Pedorthic Level**

- Recognition of Profession Under CAAHEP: Application submitted to CAAHEP and approved in November 2016

**Technician Level**

- Century College: Awarded initial CAAHEP accreditation

*Picture Courtesy University of Washington*
Residency Accreditation Report

During 2016, NCOPE performed the following accreditation services:

Reviewed and accredited: 99 patient care facilities for residency programs

Tracked residents: 390 residents in the 2015-16 cycle

Completed residents: 377 residents completed in 2016
Summary of 2016 Activities of NCOPE

We had an eventful and exciting year with many accomplishments and activities, including:

- Hosted a standards meeting for the master’s level with educators from the CAAHEP accredited programs.
- Delivered the Approved Clinical Mentor course (ACM) designed for residency directors and mentors to ‘train the trainer’, at the Academy and AOPA annual meetings.
- Participated in the Academy’s residency network session.
- Participated in the US-ISPO Meeting in Kauai, Hawaii with a presentation by the board chairman and executive director.
- Implemented a board portal for the board of directors and committee activities.
- Worked with consultants on the development, testing and implementation of an online accreditation management system for administering the accreditation process for schools and residency.
- Participated in the Commission on Accreditation of Allied Health Education Programs (CAAHEP) annual meeting in April and workshop in July.
- Held two face to face Board of Directors meeting.
- Coordinated and planned sponsorship and logistics for student representatives from each of the master’s level programs to attend the AOPA Policy Forum meeting.
- Applied to CAAHEP to bring the assistant and pedorthic level under the CAAHEP umbrella in order to begin standards development.
- Continue to run the daily accreditation activities of.

*Picture Courtesy Joliet Junior College*
2016 Accredited Educational Programs Listing

Orthotist/Prosthetist Level Programs (CAAHEP Accredited)

Masters = 13

- Alabama State University
- California State University
- Concordia University/Century College
- Baylor College of Medicine
- Eastern Michigan University
- Georgia Institute of Technology
- Loma Linda University
- Northwestern University
- Florida International University
- University of Hartford
- University of Pittsburgh
- University of Texas - Southwestern
- University of Washington

Technician Level Programs (CAAHEP or NCOPE Accredited)

Associate Degree/Certificate = 7

- Century College
- Baker College of Flint
- Francis Tuttle Technology Center
- Joliet Junior College
- Oklahoma State University Institute of Technology
- Spokane Falls Community College
- St. Petersburg College

Pedorthic Education Courses (NCOPE Accredited)

Pedorthic Courses = 5

- Baker College of Flint
- Foot Solutions/Kennesaw State University
- Francis Tuttle Technology Center
- Robert M. Palmer Institute of Biomechanics/Oklahoma State University Institute of Technology
- St. Petersburg College
Picture Courtesy Arise Orthotics and Prosthetics Residency Program

Picture Courtesy Joliet Junior College
National Commission on Orthotic and Prosthetic Education  
Statement of Financial Position  
December 31, 2016 and 2015

<table>
<thead>
<tr>
<th></th>
<th>2016</th>
<th>2015</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>ASSETS</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Current Assets:</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Cash and Cash Equivalents</td>
<td>$366,628</td>
<td>$420,337</td>
</tr>
<tr>
<td>Investments</td>
<td>1,028,920</td>
<td>881,513</td>
</tr>
<tr>
<td>Accounts Receivable</td>
<td>1,000</td>
<td>600</td>
</tr>
<tr>
<td>Prepaid Expenses</td>
<td>18,730</td>
<td>27,436</td>
</tr>
<tr>
<td>Total Current Assets</td>
<td>$1,415,278</td>
<td>$1,329,886</td>
</tr>
<tr>
<td>Fixed Assets:</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Fixes Assets - Net</td>
<td>297,492</td>
<td>275,125</td>
</tr>
<tr>
<td>Total Assets</td>
<td>$1,712,770</td>
<td>$1,605,011</td>
</tr>
<tr>
<td><strong>LIABILITIES AND NET ASSETS</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Current Liabilities:</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Accounts Payable and Accrued Expenses</td>
<td>$3,589</td>
<td>$6,680</td>
</tr>
<tr>
<td>Accrued Vacation</td>
<td>15,524</td>
<td>12,418</td>
</tr>
<tr>
<td>Due to Affiliates</td>
<td>48,380</td>
<td>63,879</td>
</tr>
<tr>
<td>Deferred Revenues</td>
<td>356,458</td>
<td>355,458</td>
</tr>
<tr>
<td>Total Liabilities</td>
<td>$423,951</td>
<td>$438,435</td>
</tr>
<tr>
<td>Net Assets:</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Unrestricted</td>
<td>$1,288,819</td>
<td>$1,166,576</td>
</tr>
<tr>
<td>Total Net Assets</td>
<td>$1,288,819</td>
<td>$1,166,576</td>
</tr>
<tr>
<td>Total Liabilities and Net Assets</td>
<td>$1,712,770</td>
<td>$1,605,011</td>
</tr>
<tr>
<td></td>
<td>2016</td>
<td>2015</td>
</tr>
<tr>
<td>-------------------------------</td>
<td>---------------</td>
<td>---------------</td>
</tr>
<tr>
<td><strong>Revenues and Other Support:</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Contributions</td>
<td>$16</td>
<td>$10</td>
</tr>
<tr>
<td>Program Fees</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Residency Fees</td>
<td>643,212</td>
<td>612,792</td>
</tr>
<tr>
<td>Application Fees</td>
<td>63,520</td>
<td>67,020</td>
</tr>
<tr>
<td>School Accreditation Fees</td>
<td>22,500</td>
<td>20,000</td>
</tr>
<tr>
<td>Other Program Fees</td>
<td>18,209</td>
<td>20,333</td>
</tr>
<tr>
<td>Contract Revenue</td>
<td>--</td>
<td>6,667</td>
</tr>
<tr>
<td>Interest and Dividends</td>
<td>28,151</td>
<td>36,713</td>
</tr>
<tr>
<td>Realized Gain/(Loss) on Investments</td>
<td>(36,809)</td>
<td>23,312</td>
</tr>
<tr>
<td>Unrealized Gain/(Loss) on Investments</td>
<td>63,591</td>
<td>(79,304)</td>
</tr>
<tr>
<td>Net Assets Released from Restrictions</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Satisfaction of Program Restrictions</td>
<td>--</td>
<td>--</td>
</tr>
<tr>
<td>Temporarily Restricted</td>
<td>--</td>
<td>--</td>
</tr>
<tr>
<td><strong>Total Revenues and Other Support</strong></td>
<td>$802,390</td>
<td>$707,543</td>
</tr>
<tr>
<td><strong>Expenses:</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Residency Accreditation</td>
<td>$303,135</td>
<td>$343,350</td>
</tr>
<tr>
<td>Primary Accreditation</td>
<td>305,722</td>
<td>315,739</td>
</tr>
<tr>
<td>CAPE</td>
<td>876</td>
<td>1,903</td>
</tr>
<tr>
<td>Governance - Administration</td>
<td>69,528</td>
<td>62,911</td>
</tr>
<tr>
<td>Fund Raising</td>
<td>886</td>
<td>837</td>
</tr>
<tr>
<td><strong>Total Expenses</strong></td>
<td>$680,147</td>
<td>$724,740</td>
</tr>
<tr>
<td><strong>Changes in Net Assets</strong></td>
<td>$122,243</td>
<td>$(17,197)</td>
</tr>
<tr>
<td><strong>Net Assets, Beginning of Year</strong></td>
<td>$1,166,576</td>
<td>$1,183,773</td>
</tr>
<tr>
<td><strong>Net Assets, End of Year</strong></td>
<td>$1,288,819</td>
<td>$1,166,576</td>
</tr>
</tbody>
</table>
2016 Officers and Board of Directors

Officers

Charles W. Kuffel, MSM, CPO, FAAOP
Chair

Walter P. Afable, CP
Vice-Chair

Thomas Karolewski, CP, FAAOP
Treasurer

Tyler Dunham, CPO
Secretary

Directors

Megan Zachar Christ, CPO
Susan Ewers Spaulding, M.S., CPO
Daniel Q. Minert, MS, CO, ATC
Edward Neumann, Ph.D., PE, CP, FAAOP
Gloria L. Rogers, PT, MMS, DPT, Public Member
Carol P. Dionne, PT, DPT, PhD, OCS, Cert, MD, Public Member
Robin C. Seabrook, Executive Director

NCOPE Staff

Robin C. Seabrook, Executive Director
Dominique S. Mungo, Director of Residency Program Services
Joan Dallas, Residency Program Coordinator & Accreditation Assistant
Arlene Gillis, M.Ed., CP, LPO, FAAOP, Part-time Clinical Resource Director

Picture Courtesy Alabama State University
Active Committee Roster for 2016

Committee on Accreditation of Pedorthic Education (CAPE)
Christopher Costantini, CPed – Chair
Jennifer Block, CPO
Ray Burdett, PhD., PT, CO, CPed
Dennis Janisse, C.Ped.
Joseph Young, CPO
Marj Reif, M.Ed.,PA-C, CMA

Executive Committee
Charles Kuffel, CPO, FAAOP - Chair
Walter P. Afable, CP
Thomas Karolewski, CP, FAAOP
Tyler Dunham, CPO

eAccreditation Committee
Arlene Gillis, M.Ed., CPO, LPO, FAAOP, Chair
Kate Muller, CPO, FAAOP
Anne Yamane, CO
Joshua Utay, CPO
Robin Seabrook, Executive Committee
Dominique Mungo, Residency Manager

Finance Committee
Thomas Karolewski, CP, FAAOP – Chair
Walter P. Afable, CP
Daniel Q. Minert, MS. CO, ATC
Charles Kuffle, CPO, FAAOP

Larry Lange Travel Fellowship Fund
William Barringer, CO
James Campbell, CO, FAAOP
Frank E. Friddle, Jr., CO, FAAOP
Catherine Carter, ABC Executive Director

Nominations Committee
William Barringer, CO – Chair
Donald Shurr, CPO
Bryan Malas, CO
Jonathan Day, CPO
Jennifer Richards, CPO, CPed., FAAOP
Residency Directors Committee

Alicia Davis, MPA, CPO, FAAOP – Chair
Kevin D. Towers, CPO
Robert D. Lipschutz, CP
Pamela D. Filippis, CO
Mark A. Nielson, CP
Miguel Mojica, CPO
James H. Wynne, CPO, FAAOP
Robert S. Lin, CPO, FAAOP
William Beiswenger, CPO, FAAOP

Regional Residency Liaison

Brian Tolsma, CPO (Region 1)
Jonas Ljung, CPO (Region 2)
Erin O’Brian, CPO (Region 3)
Molly Linquist, CPO (Region 3)
Keven Dunn, CPO (Region 5)
Molly Hill, CPO (Region 6)
Denise Larkins, CPO (Region 7) – Chair
Sheryl Nathanson, CPO (Region 8)

Residency Accreditation Committee

William Beiswenger, CPO, FAAOP
Charles W. Kuffel, CPO, FAAOP
Stephanie D. Langdon, CPO, FAAOP
Thomas Karolewski, CP, FAAOP
Heidi Truman, CPO

Self-Study Review Committee – Orthotist/Prosthetist level

Susan Kapp, CPO, FAAOP
Susan Ewers, CPO
Kate Muller, CPO
Ann Yamane, CO
Joshua Utay, CPO
Jared Howell, CPO
Marj Reif, M.Ed., PA-C, CMA
Self-Study Review Committee – Technician level

Bernard Hewey, CPO
Catherine Voss, CO
Joseph Young, CPO
Daniel Minert, MS, CO, ATC

Picture Courtesy California State University – Dominquez Hills

Picture Courtesy University of Texas Southwestern
Picture Courtesy Oklahoma State University
Institute of Technology

Picture Courtesy Northwestern University
National Commission on Orthotic and Prosthetic Education
Mission Statement

NCOPE develops, applies, and assures standards for orthotic and prosthetic education through accreditation and approval to promote exemplary patient care.

NCOPE
330 John Carlyle St., Ste. 300
Alexandria, VA 22314
703-836-7114
www.ncope.org

NCOPE is a nonprofit national organization that works in cooperation with the Commission on Accreditation of Allied Health Accreditation Programs (CAAHEP) in accreditation activities for educational programs for the orthotics and prosthetics profession. NCOPE also accredits residency programs.