



Individualised Assessment instructions and required documents

For applicants whose chiropractic program was not accredited at the time of graduation by a Councils on Chiropractic Education International (CCEI) member organisation, an Individualised Assessment of their educational background is required as part of the Council on Chiropractic Education Australasia (CCEA) Stage 1 Desktop Audit assessment. This is in addition to, and conducted separately from, completing and submitting the Stage 1 Desktop Audit application Form C.

There is no additional fee for the Individualised Assessment.

Approved by the Council on Chiropractic Education Australasia (CCEA) Chiropractic Overseas Assessment Committee (COAC): February 2019

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Submit to: admin@ccea.com.au

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Individualised Assessment:

The assessment comprises of two parts:

- The first part of the assessment determines the educational level of an overseas qualification; this is undertaken through Australia's National Information Centre in the Department of Education, Skills and Employment.
- The second part of the assessment considers the curriculum (structure, content, instructional methods), facilities, instructional aids and equipment, clinical education and placements, academic staff, and assessment methods. The qualification must address the [Competency Standards for Graduating Chiropractors](#) in Australasia. To allow CCEA to assess an individual's qualification, the following documentation needs to be provided:
 - The teaching schedule/curriculum map for the entire program from the applicant's institution that identifies the following:
 - The subjects/units that are taught in each semester/term
 - Any periods of clinical placements/clinical education
 - Any periods of assessment
 - Any periods of holidays
 - Detailed descriptions for all subjects/units in the program and undertaken by the individual (i.e. core versus elective), including:
 - Name of the subject/unit
 - Teaching period/term/semester in which the subject/unit is taught
 - Learning outcomes for the subject/unit
 - The week-by-week schedule of topics/content covered
 - The textbooks/reference materials used by the students in the subject/unit
 - Details of subject/unit assessment, including timing, type of assessment task, pass mark and weighting for each assessment task within each subject/unit
 - Details of the teaching staff for the subject/unit
 - Details of the facilities, practical laboratories/teaching rooms and resources, instructional aids and equipment used for each subject/unit
 - Details of the clinical education program/model used in the program and undertaken by the individual, including:
 - Areas of practice covered
 - Types of clinical settings covered
 - Types of conditions covered
 - Level and type of supervision provided for each placement
 - Evidence or statement that practical radiography training has been taken and for how many hours
 - A mapping of the subjects/units against the [Competency Standards for Graduating Chiropractors](#).

Version control should be evident on all documents.