

FAQs

Q: What happens if I fail the exam?

A: Contact the Director of Education at education@womenshealthapta.org for further direction.

Q: What if I print my certificate and lose it?

A: You can always log in [HERE](#) and access your existing certificates for re-printing.

Username: E-mail Address, **Password:** Last Name (*First letter capitalized)

Q: I'm experiencing technical difficulties with my exam or survey; whom do I contact?

A: You may email help@commpartners.com or call 1 (800) 274-9390.

Q: I have a question about my instructor or my on-site course. Who can I contact for information?

A: Contact SoWH Program Manager at programmanager@womenshealthapta.org or 703-610-0224.

Q: I'm applying for CEUs in my home state. Where do I find the best point of contact?

A: Find the list of State Licensure Boards on the FSBPT website by clicking [HERE](#).

Q: What is the approval number for my CAPP course?

A: The Section does not individually apply for course approval numbers to each state. It is up to each individual to submit for CEU's. If you need particular materials that you cannot find online, please email programmanager@womenshealthapta.org with the documents you need. Our participants have never had trouble getting a course approved for credit once they applied with their states' boards.

Q: I am completing the exam for my final course in the Pelvic or OB track. How long do I have to submit a CAPP Case Reflection?

A: You have one year after the date of your last course to submit your Case Reflection.

Q: When do I need a model?

A: If you are pregnant you will need written permission from your OBGYN in order to participate. Otherwise you are required to bring a model. If you are a man taking the course you need a model. If you have an active STD or a vaginal infection you will need to bring a model. Models are to be present only during lab times, please review the time ordered agenda for the particular course you have registered for to note the times. All other cases, please e-mail the instructor of the course.

Q: Where can I find a model?

A: It is your responsibility to find or bring a model. It is NOT the course facilitators' responsibility to find a model for you. You may e-mail them to see if they know a place to hire one. If they do not know, you should plan on bringing a model with you (friend, family member). This model can NOT participate in class, they are there purely as a model. If you cannot find a model, then you should think about taking the class at a different time when you can participate.

Q: Can students take the course?

A: Only third year PT students in the last half of their school year can take PH1 ONLY.

Q: Can I leave early from the course?

A: No. You are expected to stay the entire duration of the CAPP Course. Participants are expected to stay through the entire course; please make your travel plans accordingly. Deduction of CEU certificate hours will occur for participants leaving the course early.

Q: What happens if I arrive late for the course?

A: If you arrive more than 2 hours late for the course, you will be asked to leave. There is a lot of important information in the early part of the course to miss. This is a certification course and all information presented is vital to the practice of physical therapy.

Q: Who should I contact if I can't make it to the course?

A: Please contact the SOWH Program Manager (programmanager@womenshealthapta.org)

Q: Who should I contact if I have further questions about the area around the course?

A: Please contact the course facility for this information or refer to Recommended Travel, Lodging, Restaurant page.

Q: What is the cancellation policy?

A: Please, send an e-mail to programmanager@womenshealthapta.org to inform SOWH that you would like to cancel your course registration. If you cancel your course registration at least two weeks or more before the course date, you will get a full refund minus \$50 for cancellation fee. If you however cancel less than two weeks before the course date, a refund will **not** be issued.

CAPP FAQs

Q. I have taken PELVIC courses from another educational institution. Can I sign up for a higher level SoWH PELVIC course?

- YES, you may sign up for higher level courses as follows:
- If you have taken a level 1 pelvic course elsewhere, you may sign up for Pelvic 1 or 2 through SoWH.
- If you have taken levels 1 and 2 pelvic courses elsewhere, you may sign up for any level of Pelvic course through SoWH.
- When you register for a course, you will provide your initials to attest that you have completed the required prerequisite coursework to attend a Section course.

Q. I have taken some of my pelvic courses from another educational institution. Can I pursue the CAPP through the SoWH?

- NO. Only physical therapists who have completed all the required CAPP courses may pursue the CAPP certificate. This requirement is in place for the following reasons:
- The SoWH's CAPP reflects completion of specific didactic coursework, successful check-off of essential skills during the course labs, successful passing of a case scenario at the end of each course, and passing of a written test at the completion of each course.
- The CAPP course materials are created through a rigorous consensus process by a 6-member expert committee. (Refer to the above regarding "Why Choose SoWH's CAPP Courses?" for further detail.)
- The SoWH is not able to monitor the didactic information, skills instruction, and testing methods provided by other institutions. Hence, the CAPP can only confidently be awarded to those who have completed the process with the SoWH.

Q. I took some levels of my Pelvic coursework through SoWH, and some levels through a different institution. I now would like to complete the CAPP. What do I need to do?

- First, did you complete the skills and written testing for CAPP when you took the SoWH Pelvic courses? If you answer "yes," then you would just need to go back and take the courses through SoWH that you have not already taken. For example, let's say you took Pelvic Floor Level 2 and Pelvic Floor Level 3 through the SoWH, and successfully completed the CAPP skills checks/testing during each course, and passed the written test after each course. Then you would just need to go back and take the Pelvic Floor Level 1 course and skills/written testing in order to qualify to pursue the CAPP.
- If you did NOT complete the skills check or written testing for the CAPP when you took your pelvic courses, you would need to contact the Director of Education (education@womenshealthapta.org) to determine what you would need to do to meet the requirements. Additionally, you would also take the courses from SoWH that you had not taken yet with successful completion of skills check, scenario testing, and written test as described in the CAPP process.

Q. I have previously taken pregnancy courses outside of the CAPP. Can I skip the OB-Fundamentals course?

- NO. The Fundamentals course provides the foundational information that is necessary for the Advanced course. Feedback from experienced practitioners about the Fundamentals course has been repeatedly positive and indicated that they learned new information and/or found it to be integrated in a way that was very valuable to their learning and practice.

Q. How much of the course can I miss and still pursue the CAPP?

- This question comes up frequently in regards to travel plans. It is strongly recommended that you travel to the course city the day BEFORE the course begins, and that you plan to attend the ENTIRE course to the end.
- Missing 10% or more of the course time causes both a reduction in CEU hours and disqualification to pursue the CAPP. Missing part of the course due to ANY reason does not change this disqualification. Additionally, the required CAPP scenario testing occurs at the very end of the last course day. Missing this testing also disqualifies one for pursuit of the CAPP.

Q. How much extra does the CAPP cost?

- NOTHING. There is no additional cost for the CAPP beyond the cost of registering for the CAPP courses.

Q. I am not interested in pursuing the CAPP. Do I still need to participate in the CAPP testing process?

- YES. The testing is at no additional cost and is considered integral to the actual course and required of all participants for obtaining full CEU credit, regardless of the pursuit of CAPP. The only difference is the requirement to successfully complete a written CAPP Case Reflection after finishing all the courses.
- Anyone who is uncertain of pursuing the CAPP is strongly encouraged to successfully complete all the steps and testing at each course, as doing so does not add cost while providing valuable, rich learning experiences to the course process. If these steps are not successfully completed and you later decide you do want the CAPP, you may find that you either have to retake a course or have the need to pay to fulfill testing requirements. It is much easier, and provides a richer learning experience, to complete all the requirements along the way!

Q. I am from or live in another country. What value does the "CAPP" certificate hold for me?

- This is a great question! In addition to the information noted above ("Why Choose SoWH's CAPP Courses?"), the CAPP holds value for Physical Therapists who live or work outside the United States. Here are some highlights:
- The SoWH is a member of the International Organization of Physical Therapists in Women's Health (IOPTWH), thus holding recognition on an international level.
- The SoWH is the national professional organization of Women's Health physical therapists in the United States, setting the standard for Women's Health physical therapy education.
- Participating in the CAPP process provides a richer learning experience, as participants engage more fully to complete the required skills check, testing and case reflection.
- Other countries are bringing the CAPP courses to them as they see value in the SoWH's certificate course series due to the other factors noted here. As such, the CAPP certificates are becoming recognized internationally.
- If you are already planning to attend the CAPP courses, why not pursue the CAPP? As noted previously in these FAQs, the CAPP can be obtained at no additional cost, and most of the requirements are met just through successful completion of course components.

Q. I am pregnant. Will I be able to attend the Pelvic or OB courses during my pregnancy or postpartum?

- For OB (Pregnancy and Postpartum) Courses YES you are able to attend and should be able to participate in the course without restrictions if you are experiencing a healthy pregnancy without complications.
- For Pelvic courses YES, but with the following caveats:
 - You may only participate in labs if your physician, midwife, or other health care provider who is overseeing your pregnancy provides written consent for you to participate in the internal pelvic (vaginal or rectal, depending on the course) labs. Consent forms are located here. However, for the safety of the pregnancy, the SoWH strongly recommends that pregnant women do not participate in labs and encourages instead use of live models.
 - If a pregnant participant prefers, or if her health care provider does not consent to participation in internal labs, then a pregnant participant may still attend the course IF she provides a live model to substitute for herself during the labs.

Q. Hiring a Model: After reading the attendance policy and participant requirements, I realize I will need to hire a model to substitute for me during the labs. How do I hire a model? And what do I need to know about using a model?

While it is the participant's responsibility to provide a model, the SOWH would like to provide some information about utilizing a model, and also suggestions for obtaining a model for the labs.

- **Participant skills practice in lab.** Generally, only the participant will practice lab skills on her model. Out of fairness to the other participants, the participant with a model will not practice skills on multiple people (meaning, on the other participants), unless she has an agreement in place with her model to allow other participants to rotate with her.
- **The Model and Labs.** Models are allowed to be in the room ONLY during lab time. Only paying participants are allowed to be in the room during lectures.
- **Pay for the model.** Questions about paying models are common. It is the participant's responsibility to pay for his or her model. While there is not a set fee for models, a common rate is \$50 per hour. Many participants negotiate to pay the model during lab times only.
- Participants may access the current course schedule (Time Ordered Agenda) in the electronic course information packet they receive upon registering for the course.
- **Be aware:** scheduled lab times may be altered during a course for a variety of reasons. While the course instructors strive to maintain the course schedule, participants should ensure that their models are able to have some flexibility in scheduling.
- **Acquiring a paid model.** If paying a model, it is often easier to locate a model in the city where the course will be hosted. If there are medical schools in or near the host city, they often utilize paid

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medical models and could likely provide information on locating one. Or, the SoWH may assist in connecting you with the host site; sometimes the host site may know of local medical model availability, or may have a staff member who is willing to be paid as a model.

- **Other ideas for acquiring a model:** You may also opt to bring along a friend, relative, or colleague who is willing to stand in as your model. Some male participants may choose. In this case, it is customary for the participant to pay for the model's travel and hotel. Payment for model services in this case is at the participant and model's discretion.
- Getting in touch with the instructor ahead of time. Contact the Section office so that your course instructor can be notified that you are bringing a model. This will allow the instructor to be able to communicate ahead of time to you if any planned schedule changes will be occurring.