

Home Study Courses

We are continuing to work to develop home study courses for your massage continuing education requirements. For some topics, we are teaming up with well-known providers in the field to offer the best coursework available. To register for a class, call Joann Garmon at (770) 381-7200 (Hours: 1:00 p.m. until 10:00 p.m. Monday through Thursday, and 9:00 a.m. until 6:00 p.m. on Friday) or fax in the registration form to (770) 381-0454. Although in many cases, you will receive your assignment within 1 business day, please allow 3 business for processing. Please note whether or not you need the textbook.

[Click here for registration form.](#)

ETHICS COURSES

NOTICE: *The ethics requirement from the National Certification Board is now 6 hours.*

We are working with Cherie Sohnen-Moe to offer home study continuing education courses in Business, Ethics, and Principles of massage. Cherie Sohnen-Moe is a trainer, coach, author and business owner. Her company, Sohnen-Moe Associates, Inc., is a full-service personal and professional coaching firm. She holds a degree in psychology from UCLA and has extensive experience in the areas of business management, training, and creative problem solving.

Ms. Sohnen-Moe has written more than 100 articles for national and international magazines, and is the author of *Business Mastery*. Now in its 3rd edition and with more than 100,000 copies sold, this book is utilized by more than 800 healing arts associations and schools worldwide, with 400+ schools requiring it as a text. She is listed as one of the field's "Famous Massage Therapist" by MassageNerd.com.

The following is a list of courses offered by Gwinnett College and Sohnen-Moe. If you do not already own the textbook, you will need to purchase the "The Ethics of Touch" upon registration for this course. The price of the book, including shipping, is \$34 which is in addition to the cost of the course. Assignments will be emailed while the book will be sent via regular mail. Credits will be issued once the work has been completed and returned to Sohnen-Moe for grading. These continuing education hours are issued through Sohnen-Moe under provider number 31932-00.

Course Name	CEU's	Price
Ethical Principles Overview (MOST POPULAR!)	2	\$25
Power Differentials	2	\$25
Transference and Countertransference	2	\$25
Ethical Dilemmas	4	\$45
Values (MOST POPULAR!)	4	\$45
Boundaries Overview	2	\$25
Establish, Maintain, and Change Boundaries	2	\$25
Self-Disclosure	2	\$25
Boundary Crossings and Violations	4	\$45
Boundary Definitions and Models	4	\$45

<u>Dynamics of Effective Communication Overview</u>	2	\$25
<u>Communication Skills for Maintaining Boundaries</u>	2	\$25
<u>Informed Consent</u>	2	\$25
<u>Assertion Sequence</u>	4	\$45
<u>Effective Communication</u>	4	\$45
<u>Emotions in the Treatment Room</u>	4	\$45
<u>Reflective Listening/Interactive Speaking</u>	4	\$45
<u>Dual Relationships Overview</u>	2	\$25
<u>Dynamic Dual Relationships</u>	4	\$45
<u>Sex, Touch and Intimacy Overview</u>	2	\$25
<u>Addressing Erections and Arousal</u>	2	\$25
<u>Creating a Safe, Desexualized Touch Experience</u>	4	\$45
<u>Sexual Dynamics and Touch Therapy</u>	4	\$45
<u>Sexual Misconduct and Sexual Harassment</u>	4	\$45
<u>Ethical Practice Management Overview</u>	2	\$25
<u>Declining and Dismissing</u>	2	\$25
<u>Health Insurance Portability and Accountability Act</u>	2	\$25
<u>Professionalism and Integrity</u>	2	\$25
<u>Working With Minors</u>	2	\$25
<u>Case Management</u>	4	\$45
<u>Scope of Practice</u>	4	\$45
<u>The Team Approach</u>	4	\$45
<u>Policy Statement (MOST POPULAR!)</u>	6	\$65
<u>Business Ethics Overview</u>	2	\$25
<u>Ethical Barter Exchange</u>	2	\$25
<u>Ethical Marketing</u>	4	\$45
<u>Ethical Product Sales</u>	4	\$45
<u>Money Matters</u>	4	\$45
<u>Reducing Lawsuit Liability</u>	4	\$45
<u>Special Considerations in Cases of Trauma Overview</u>	2	\$25
<u>Prerequisites for Working with Survivors</u>	2	\$25
<u>Benefits of Hands-on Therapies for Trauma and Abuse Survivors</u>	4	\$45
<u>Understanding Trauma and Abuse</u>	4	\$45
<u>Supervision Overview</u>	2	\$25
<u>Supervision</u>	4	\$45

Sohnen-Moe Associates, Inc

The Ethics of Touch

Home Study Course Series

Course Descriptions

Chapter One

Ethical Principles Overview

by **Sohnen-Moe Associates, Inc**

\$25, 2 hours, #E6001X

Being ethical is not limited simply to knowing and following ethical codes, laws and regulations. Ethical behavior also involves striving to bring the highest values into one's work and aspiring to do one's best in all interactions. The **Ethical Principles Overview** course introduces the basic concepts necessary in discussing ethics for hands-on practitioners.

The **Ethical Principles Overview** course includes reading chapter One of *The Ethics of Touch* and answering 20 test questions (e.g.: multiple choice, matching, true/false).

It meets the NCBTMB 2-hour continuing education requirement for Ethics Standard V: Roles and Boundaries.

Power Differentials

by **Sohnen-Moe Associates, Inc**

\$25, 2 hours, #E6001A

A power differential is inherent in any therapeutic relationship. This course looks at the power dynamics within the therapeutic relationship, particularly at the practitioner's role and responsibility to the client.

The **Power Differentials** course includes reading chapter One of *The Ethics of Touch*, answering 10 test questions, responding to 10 short answer questions, and completing a short project discussing the influential position of the practitioner within the therapeutic relationship.

It meets the [NCBTMB](#) 2-hour continuing education requirement for [Ethics Standard V: Roles and Boundaries](#).

Transference and Countertransference

by **Sohnen-Moe Associates, Inc**

\$25, 2 hours, #E6001B

The **Transference and Countertransference** course delves into the unconscious psychological phenomenon of attributing the thoughts, feelings and behaviors of a previous relationship to a current relationship. Though the occurrence of transference and countertransference are normal, they are potentially disastrous. This course brings these issues into the practitioner's awareness, minimizing the negative impact on the therapeutic relationship.

It includes reading chapter One of [The Ethics of Touch](#), answering 10 test questions, and completing an interview project.

It meets the [NCBTMB](#) 2-hour continuing education requirement for [Ethics Standard V: Roles and Boundaries](#).

Ethical Dilemmas

by **Sohnen-Moe Associates, Inc**

\$45, 4 hours, #E6001C

Ethical dilemmas are complex and multi-faceted. Ethical codes, laws, organizational policies and the community's expectations must be examined along with the practitioner's personal values and practical considerations.

The **Ethical Dilemmas** course explores ethical dilemmas and decision-making process between two or more conflicting principles. It includes reading chapter One of [The Ethics of Touch](#), responding to six short answer questions, and completing an Ethical Dilemma Resolution Project.

It satisfies the [NCBTMB](#) general 4-hour [ethics requirements](#).

Values

by **Sohnen-Moe Associates, Inc**

\$45, 4 hours, #E6001D

Ethical behavior involves striving to bring the highest values into one's work and aspiring to do one's best in all interactions. This course takes a journey into the structure of the practitioner's own value system assisting the practitioner in understanding the impact of behavior on clients and providing the knowledge and tools to act appropriately.

The **Values** course includes reading the first chapter of *[The Ethics of Touch](#)*, answering 10 short answer questions, and completing a self-evaluation activity on values.

It satisfies the [NCBTMB](#) general 4-hour [ethics requirements](#) and also meets the 2-hour continuing education requirement for [Ethics Standard V: Roles and Boundaries](#).

Chapter Two

[Boundaries Overview](#)

by **Sohnen-Moe Associates, Inc**

\$25, 2 hours, #E6002X

The foundation of an ethical practice is built upon establishing, maintaining and respecting personal and professional boundaries. By increasing your awareness of your clients' boundaries as well as your own, you can improve the therapeutic relationship and avoid many inadvertent slips into unethical behavior. This course introduces the basic concepts relevant to the discussion of boundaries.

The **Boundaries Overview** course includes reading chapter One and Two of *[The Ethics of Touch](#)* and answering 20 test questions.

It meets the [NCBTMB](#) 2-hour continuing education requirement for [Ethics Standard V: Roles and Boundaries](#).

[Establish, Maintain and Change Boundaries](#)

by **Sohnen-Moe Associates, Inc**

\$25, 2 hours, #E6002A

The **Establish, Maintain and Change Boundaries** course reviews the definition and structure of boundaries. It is designed to support the practitioner in establishing, maintaining and changing boundaries.

The course includes reading chapters One and Two of [*The Ethics of Touch*](#), answering six test questions, responding to five short answer questions, and completing the Establishing Boundaries Project.

It meets the [NCBTMB](#) 2-hour continuing education requirement for [Ethics Standard V: Roles and Boundaries](#).

Self-Disclosure

by **Sohnen-Moe Associates, Inc**

\$25, 2 hours, #E6002B

The **Self-Disclosure** course explores the issue of self-disclosure within the therapeutic relationship. It discusses the benefits and drawbacks of self-disclosure for both the practitioner and the client.

The course includes reading chapter One and Two and page 61 in chapter Three of [*The Ethics of Touch*](#), responding to 10 short answer questions, and completing two projects. The first is an interview project on the effects of self-disclosure on the therapeutic relationship. The second consists of writing a boundary request script.

It meets the [NCBTMB](#) 2-hour continuing education requirement for [Ethics Standard V: Roles and Boundaries](#).

Boundary Crossings and Violations

by **Sohnen-Moe Associates, Inc**

\$45, 4 hours, #E6002C

The **Boundary Crossings and Violations** course specifically addresses boundary issues confronting touch therapy. The course includes reflective exercises allowing the reader to apply the chapter to real life experiences. It outlines practical steps to avoid boundary crossings/violations and how to manage them if they occur.

The course includes reading chapters One and Two of [*The Ethics of Touch*](#), answering nine test questions, responding to 10 short answer questions, and completing the Boundary Management Project.

It satisfies the [NCBTMB](#) general 4-hour [ethics requirements](#) and also meets the 2-hour continuing education requirement for [Ethics Standard V: Roles and Boundaries](#).

Boundary Definitions and Models

by **Sohnen-Moe Associates, Inc**

\$45, 4 hours, #E6002D

The **Boundary Definitions and Models** course explores the definition, meaning and structure of boundaries. It addresses boundary issues confronting touch therapy practitioners utilizing reflective exercises and questions allowing the reader to personalize the chapter. It outlines practical steps to develop and maintain effective boundaries.

The course includes reading chapters One and Two of *The Ethics of Touch*, answering 10 test questions, responding to 10 short answer questions and completing the Boundary Statement Project.

It satisfies the NCBTMB general 4-hour **ethics requirements** and also meets the 2-hour continuing education requirement for **Ethics Standard V: Roles and Boundaries**.

Chapter Three

Dynamics of Effective Communication Overview

by **Sohnen-Moe Associates, Inc**

\$25, 2 hours, #E6003X

Human communication can be a complex process, subject to misunderstanding and confusion. The challenges are intensified in the therapeutic relationship. You enhance your relationships with clients by understanding the dynamics of communication and using proven tools to clarify and maintain professional boundaries. This course introduces common communication tools necessary for the hands-on practitioner.

The **Dynamics of Effective Communication Overview** course includes reading chapter One and Three of *The Ethics of Touch* and answering 20 test questions.

It meets the NCBTMB 2-hour continuing education requirement for **Ethics Standard V: Roles and Boundaries**.

Communication Skills for Maintaining Boundaries

by **Sohnen-Moe Associates, Inc**

\$25, 2 hours, #E6003A

Boundaries are negotiated and maintained through communication: by way of words, body language and behaviors. This course examines ways to approach common communication pitfalls with sensitivity and clarity.

The **Communication Skills for Maintaining Boundaries** course includes reading chapters One and Three of *The Ethics of Touch*, and responding to eight short answer questions.

The course is approved by the NCBTMB as Category A and meets the 2-hour continuing education requirement for **Ethics Standard V: Roles and Boundaries**.

Informed Consent

by **Sohnen-Moe Associates, Inc**

\$25, 2 hours, #E6003B

The Informed Consent process provides a natural context in which to discuss boundary issues as needed. In addition to facilitating discussions about boundaries, the increased participation in the treatment process makes it more likely that the client will do her part to make it a success. This course supports the application of the Informed Consent process.

The course includes reading chapters One, Three and other selections of *The Ethics of Touch*, responding to five short answer questions, and completing a project scripting an original Informed Consent discussion using the Interactive Speaking Model.

It meets the NCBTMB 2-hour continuing education requirement for **Ethics Standard V: Roles and Boundaries**.

Assertion Sequence

by **Sohnen-Moe Associates, Inc**

\$45, 4 hours, #E6003C

Clear communication is the foundation of successful professional relationships. The **Assertion Sequence** course assists the learner in mastering the skill of clarifying

boundaries when there has been some kind of misunderstanding or crossing. It provides proven concepts and tools to use during an assertive conversation.

The course includes reading chapter One and Three of *[The Ethics of Touch](#)*, responding to 10 short answer questions, and completing the Assertion Sequence Project.

It satisfies the [NCBTMB](#) general 4-hour [ethics requirements](#) and also meets the 2-hour continuing education requirement for [Ethics Standard V: Roles and Boundaries](#).

[Effective Communication](#)

by **Sohnen-Moe Associates, Inc**

\$45, 4 hours, #E6003D

The **Effective Communication** course assists the learner in mastering the skills needed to achieve clear communication. It provides proven concepts and tools to assist development of communication potential. Communication effectiveness is enhanced by utilizing a variety of styles and increasing awareness through the use of self-evaluation tools.

The course includes reading chapter One and Three of *[The Ethics of Touch](#)*, responding to 10 short answer questions, and completing two projects. The first project consists of learning more about your learning style through the "Multiple Intelligences Survey." The second is a creative project depicting effective communication.

It satisfies the [NCBTMB](#) general 4-hour [ethics requirements](#).

[Emotions in the Treatment Room](#)

by **Sohnen-Moe Associates, Inc**

\$45, 4 hours, #E6003E

Hands-on techniques can elicit emotional responses in some clients. Practitioners must know how to communicate with clients when emotional expression occurs in the treatment room to ensure both the client's and the practitioner's safety. The **Emotions in the Treatment Room** course outlines specific guidelines for working with emotional response.

The course includes reading chapter One and Three of *[The Ethics of Touch](#)*, responding to 10 short answer questions, and completing a protocol flowchart to address and manage emotions during a session.

It satisfies the [NCBTMB](#) general 4-hour [ethics requirements](#) and also meets the 2-hour continuing education requirement for [Ethics Standard V: Roles and Boundaries](#).

Reflective Listening/Interactive Speaking

by **Sohnen-Moe Associates, Inc**

\$45, 4 hours, #E6003F

Clear communication is the foundation of successful professional relationships. The **Reflective Listening/Interactive Speaking** course focuses on mastering the skills of reflective listening and interactive speaking. It provides proven concepts that assist development of communication tools.

The course includes reading chapter One and Three of [The Ethics of Touch](#), answering eight test questions, responding to four short answer questions, and completing three projects consisting of journaling, using the reflective listening model, and practicing interactive speaking.

It satisfies the [NCBTMB](#) general 4-hour [ethics requirements](#).

Chapter Four

Dual Relationships Overview

by **Sohnen-Moe Associates, Inc**

\$25, 2 hours, #E6004X

The **Dual Relationships Overview** course examines the fundamental concepts of dual relationships and how to address them within the context of the therapeutic relationship. This course gives solid guidelines for the ethical practitioner to safeguard the therapeutic relationship.

The **Dual Relationships Overview** course includes reading chapter One and Four of [The Ethics of Touch](#) and answering 10 test questions.

It meets the [NCBTMB](#) 2-hour continuing education requirement for [Ethics Standard V: Roles and Boundaries](#).

Dynamic Dual Relationships

by **Sohnen-Moe Associates, Inc**

\$45, 4 hours, #E6004A

Dual relationships are a natural aspect of human interaction and commonly consist of many layers, encompassing a number of professional and social components. The practitioner must be especially aware of the dynamics of these complex relationships. The **Dynamic Dual Relationships** course explores the depth inherent in dual relationships and the accompanying risks. It gives solid guidelines for the ethical practitioner to safeguard the therapeutic relationship and enjoy appropriate overlapping connections with clients

The course includes reading chapter One and Four of *The Ethics of Touch*, responding to seven short answer questions and completing two projects. The first is a personal application project. The second explores handling different dual relationship scenarios.

It satisfies the NCBTMB general 4-hour ethics requirements and also meets the 2-hour continuing education requirement for Ethics Standard V: Roles and Boundaries.

Chapter Five

Sex, Touch and Intimacy Overview

by **Sohnen-Moe Associates, Inc**

\$25, 2 hours, #E6005X

Practitioners can enhance their effectiveness as a safe, healing presence in the treatment setting by enhancing their awareness of physical, social and cultural dynamics and knowledge of behavioral strategies. The **Sex, Touch and Intimacy Overview** course introduces many issues practitioners need to address regarding sex, touch and intimacy.

The course includes reading chapters One and Five of *The Ethics of Touch*, and responding to 20 short answer questions.

It supports the application of the informed consent process. It meets the NCBTMB 2-hour continuing education requirement for Ethics Standard V: Roles and Boundaries.

Addressing Erections and Arousal

by **Sohnen-Moe Associates, Inc**

\$25, 2 hours, #E6005A

The **Addressing Erections and Arousal** course skillfully manages the issue of sexual arousal from the physiological sexual response cycle, to when and how to address the issue with clients. Thoughtful exploration and concrete tools are offered for working with clients in a conscious, professional and considerate manner.

The course includes reading chapters One and Five of *The Ethics of Touch*, and responding to 10 short answer questions.

It supports the application of the informed consent process. It meets the **NCBTMB** 2-hour continuing education requirement for **Ethics Standard V: Roles and Boundaries**.

Creating a Safe, Desexualized Touch Experience

by **Sohnen-Moe Associates, Inc**

\$45, 4 hours, #E6005B

The ethically safe touch experience does not just happen through correct intentions and professional actions: it must be created, structured and sustained. Creating a desexualized touch experience requires that you take an honest look at your cultural training, education and personal history, and how they affect your attitudes. With this knowledge and your professional guidelines you develop a plan of action.

The course includes reading chapters One and Five of *The Ethics of Touch*, responding to 10 short answer questions; and completing a project where you develop your policies and action plan for creating a safe, desexualized touch experience.

It satisfies the **NCBTMB** general 4-hour **ethics requirements** and also meets the 2-hour continuing education requirement for **Ethics Standard V: Roles and Boundaries**.

Sexual Dynamics and Touch Therapy

by **Sohnen-Moe Associates, Inc**

\$45, 4 hours, #E6005C

Every client and every practitioner brings their sexual nature and background with them into the therapeutic setting. The **Sexual Dynamics and Touch Therapy** course assists practitioners in appreciating the impact that treatments can have on sexual response, in

taking full responsibility for how they are affected when performing their work, and in remaining keenly aware of the potential effects of touch on clients. The course provides concrete guidelines for addressing these issues.

The course includes reading chapters One and Five of [*The Ethics of Touch*](#), responding to 10 short answer questions, and completing a project where you interview three practitioners about their experiences with sexually inappropriate clients.

It satisfies the [NCBTMB](#) general 4-hour [ethics requirements](#) and also meets the 2-hour continuing education requirement for [Ethics Standard V: Roles and Boundaries](#).

[Sexual Misconduct and Sexual Harassment](#)

by **Sohnen-Moe Associates, Inc**

\$45, 4 hours, #E6005D

Somatic practitioners must be aware of sexual misconduct in the treatment setting and of sexual harassment in the work environment. The two issues are not identical but they are closely related; each is a boundary violation occurring when one person's "safe space" is invaded by another. The **Sexual Misconduct and Sexual Harassment** course addresses both of these issues.

The course includes reading chapters One and Five of [*The Ethics of Touch*](#), responding to 10 short answer questions, and completing one of these two projects:

1. Create an informational pamphlet for your clients on their rights regarding sexual misconduct and sexual harassment.
2. Resolve a potential sexual misconduct ethical dilemma.

It satisfies the [NCBTMB](#) general 4-hour [ethics requirements](#) and also meets the 2-hour continuing education requirement for [Ethics Standard V: Roles and Boundaries](#).

Chapter Six

[Ethical Practice Management Overview](#)

by **Sohnen-Moe Associates, Inc**

\$25, 2 hours, #E6006X

Ethical practice management calls for high standards and personal integrity on the part of every somatic practitioner. Respecting the responsibilities of belonging to a profession, the practitioner can feel confident in interactions with governing bodies, colleagues and clients. The **Ethical Practice Management Overview** course introduces issues necessary for consideration.

The course includes reading chapters One and Six of *The Ethics of Touch*, and responding to 20 short answer questions.

It meets the NCBTMB 2-hour continuing education requirement for Ethics Standard V: Roles and Boundaries.

Declining and Dismissing Clients

by **Sohnen-Moe Associates, Inc**

\$25, 2 hours, #E6006A

Declining or dismissing a client may be the most ethical decision for a practitioner to make. However, many practitioners find this course of action difficult to complete. The **Declining and Dismissing Clients** course leads you through the reasoning for several choices.

The course includes reading chapters One and Six of *The Ethics of Touch*, and responding to 10 short answer questions.

It meets the NCBTMB 2-hour continuing education requirement for Ethics Standard V: Roles and Boundaries.

Health Insurance Portability and Accountability Act

by **Sohnen-Moe Associates, Inc**

\$25, 2 hours, #E6006B

The HIPAA document has raised more questions and myths than seems manageable at first, but investigation brings this topic down to earth.

The course includes reading chapters One and Six of *The Ethics of Touch*, responding to 10 short answer questions, and completing a project that leads you through the process of finding the information you need to reach the level of HIPAA compliance required by law.

It meets the [NCBTMB](#) 2-hour continuing education requirement for [Ethics Standard V: Roles and Boundaries](#).

Professionalism and Integrity

by **Sohnen-Moe Associates, Inc**

\$25, 2 hours, #E6006C

Ethical practice management involves the art and skill of managing daily working affairs with others from a base of honesty, integrity and forthrightness. The basis for true professionalism lies in integrity. It helps integrate your internal integrity with your outward professionalism.

The course includes reading chapters One and Six of [*The Ethics of Touch*](#), responding to seven short answer questions, finding a professional image "totem," and completing a professionalism inventory.

It meets the [NCBTMB](#) 2-hour continuing education requirement for [Ethics Standard V: Roles and Boundaries](#).

Working With Minors

by **Sohnen-Moe Associates, Inc**

\$25, 2 hours, #E6006D

Due to the intimate nature of somatic therapy it is especially important to discuss how working with children and teenagers differs from working with adults, and to consider how ethical standards are maintained.

The course includes reading chapters One and Six of [*The Ethics of Touch*](#), and responding to 10 short answer questions.

It meets the [NCBTMB](#) 2-hour continuing education requirement for [Ethics Standard V: Roles and Boundaries](#).

Case Management

by **Sohnen-Moe Associates, Inc**

\$45, 4 hours, #E6006E

The **Case Management** course highlights ethical issues involved in case management,

particularly in the areas of group practice and insurance documentation and billing. It brings these issues to the surface.

The course includes reading chapters One, Six and pages 207 - 210 in chapter Seven of *[The Ethics of Touch](#)*, responding to 10 short answer questions, and completing a project where you design an ideal case management program.

It satisfies the [NCBTMB](#) general 4-hour [ethics requirements](#) and also meets the 2-hour continuing education requirement for [Ethics Standard V: Roles and Boundaries](#).

[Scope of Practice](#)

by **Sohnen-Moe Associates, Inc**

\$45, 4 hours, #E6006F

Scope of Practice is consistently influenced by four key factors: the law, educational training, competency, and personal accountability. Every practitioner personalizes their scope of practice by taking into consideration the particulars of these four key factors, including local governing laws, specialized knowledge or training, and individual talents and abilities. The **Scope of Practice** course leads you through the process of evaluating your scope of practice.

The course includes reading chapters One and Six of *[The Ethics of Touch](#)*, responding to 10 short answer questions, and completing a *Standards of Practice Evaluation* and a *Professionalism Characteristics Appraisal*.

It satisfies the [NCBTMB](#) general 4-hour [ethics requirements](#) and also meets the 2-hour continuing education requirement for [Ethics Standard V: Roles and Boundaries](#).

[The Team Approach](#)

by **Sohnen-Moe Associates, Inc**

\$45, 4 hours, #E6006G

Developing the structure for practice alliances is of significant importance. **The Team Approach** course helps identify the issues relevant to working in situations such as a group practice, clinic or spa.

The course includes reading chapters One and Six of *[The Ethics of Touch](#)*, responding to eight short answer questions, and completing a project where you outline your "ideal" partnership/associate agreement.

It satisfies the [NCBTMB](#) general 4-hour [ethics requirements](#) and also meets the 2-hour continuing education requirement for [Ethics Standard V: Roles and Boundaries](#).

Policy Statement

by **Sohnen-Moe Associates, Inc**

\$65, 6 hours, #E6006H

A policy statement is a useful vehicle for creating boundaries that encourage trust, safety and comfort. It makes managing a practice easier, circumvents potentially awkward situations, provides a means for conflict resolution and demonstrates professionalism. The **Policy Statement** course leads you through the process of developing your policy statement.

The course includes reading chapters One and Six of [The Ethics of Touch](#), answering four test questions, responding to five short answer questions, and completing a Policy Statement Project.

It satisfies the [NCBTMB](#) general 4-hour [ethics requirements](#) and also meets the 2-hour continuing education requirement for [Ethics Standard V: Roles and Boundaries](#).

Chapter Seven

Business Ethics Overview

by **Sohnen-Moe Associates, Inc**

\$25, 2 hours, #E6007X

Business ethics covers the major ethical issues that relate to managing a successful business: general finances; setting fees; tips; barter; gift certificates; taxes; product sales; referrals; marketing materials; complying with local, state and federal laws; regulating bodies; insurance coverage; slander/libel; contracts; civil lawsuits; employees; client custody; and insurance reimbursement.

The **Business Ethics Overview** course includes reading chapter One and Seven of [The Ethics of Touch](#), responding to 20 short answer questions, and completing a research project on local bartering groups..

It meets the [NCBTMB](#) 2-hour continuing education requirement for [Ethics Standard V: Roles and Boundaries](#).

Ethical Barter Exchange

by **Sohnen-Moe Associates, Inc**

\$25, 2 hours, #E6007A

Barter is the cashless exchange of goods and services. Many healthcare providers utilize barter on a direct basis. However there are many ways to barter and just as many ethical considerations to keep in mind. A successful barter arrangement requires that all parties feel good about the trade.

The **Ethical Barter Exchange** course includes reading chapter One and Seven of [The Ethics of Touch](#), responding to 11 short answer questions, and completing a research project on local bartering groups..

It meets the [NCBTMB](#) 2-hour continuing education requirement for [Ethics Standard V: Roles and Boundaries](#).

Ethical Marketing

by **Sohnen-Moe Associates, Inc**

\$45, 4 hours, #E6007B

The major concerns about marketing materials are making exaggerated claims, utilizing misleading ploys, displaying inappropriate images, not following regulations and misrepresenting credentials. This course discusses these issues and more to aid you in ethically representing your business.

The **Ethical Marketing** course includes reading chapters One and Seven of [The Ethics of Touch](#), responding to 7 short answer questions, and completing two projects:

1. critique the ethical representation of advertisements
2. research laws and codes of ethics for your profession's requirements and restrictions on marketing

It satisfies the [NCBTMB](#) general 4-hour [ethics requirements](#) and also meets the 2-hour continuing education requirement for [Ethics Standard V: Roles and Boundaries](#).

Ethical Product Sales

by **Sohnen-Moe Associates, Inc**

\$45, 4 hours, #E6007C

Product sales can be a lucrative adjunct to a practice, yet great care is necessary to protect the client from the power differential. Work through the process to decide if product sales is for you and your practice.

The **Ethical Product Sales** course includes reading chapters One and Seven of *The Ethics of Touch*, responding to 10 short answer questions, and completing a Product Vendor Research project.

It satisfies the **NCBTMB** general 4-hour **ethics requirements** and also meets the 2-hour continuing education requirement for **Ethics Standard V: Roles and Boundaries**.

Money Matters

by **Sohnen-Moe Associates, Inc**

\$45, 4 hours, #E6007D

The relationship you have with money in general affects every decision you make regarding it. Sounds simple, but your attitudes influence your fee structure, boundaries with clients, tips, barter exchanges, marketing, bookkeeping, taxes and overall financial success of your business. This course brings to light a number of these issues.

The **Money Matters** course includes reading chapters One and Seven of *The Ethics of Touch*, responding to 12 short answer questions, and completing two projects:

1. keep a finance journal for at least a week
2. write 10 financial policies

It satisfies the **NCBTMB** general 4-hour **ethics requirements** and also meets the 2-hour continuing education requirement for **Ethics Standard V: Roles and Boundaries**.

Reducing Lawsuit Liability

by **Sohnen-Moe Associates, Inc**

\$45, 4 hours, #E6007E

It is critical that practitioners take steps to encourage personal and professional growth and protect those they intend to serve by setting standards, reviewing their business

practices regularly and educating themselves on the laws that govern their profession. Running an ethical practice with all these elements reduces the practitioner's lawsuit liability.

The **Reducing Lawsuit Liability** course includes reading chapters One and Seven of [*The Ethics of Touch*](#), responding to 10 short answer questions, and completing a Liability Insurance Research project.

1. keep a finance journal for at least a week
2. write 10 financial policies

It satisfies the [NCBTMB](#) general 4-hour [ethics requirements](#) and also meets the 2-hour continuing education requirement for [Ethics Standard V: Roles and Boundaries](#).

Chapter Eight

[Special Considerations in Cases of Trauma Overview](#)

by **Sohnen-Moe Associates, Inc**

\$25, 2 hours, #E6008X

This course introduces the issues relevant to working with trauma clients. It does not train the practitioner in how to work with survivors, rather it brings awareness.

The **Special Considerations in Cases of Trauma Overview** course includes reading chapter One and Eight of [*The Ethics of Touch*](#) and answering 20 test questions.

It meets the [NCBTMB](#) 2-hour continuing education requirement for [Ethics Standard V: Roles and Boundaries](#).

[Prerequisites for Working with Survivors](#)

by **Sohnen-Moe Associates, Inc**

\$25, 2 hours, #E6008A

The undertaking of a course of any type of touch therapy is a journey of courage for both the survivor and the practitioner. It places many demands on both the client's and the

practitioner's resources. Certain prerequisites are essential, and others are very helpful, in preparing the practitioner and the client in their work together.

The **Prerequisites for Working with Survivors** course includes reading chapter One and Eight of *The Ethics of Touch* and responding to ten short answer questions.

It meets the NCBTMB 2-hour continuing education requirement for **Ethics Standard V: Roles and Boundaries**.

Benefits of Hands-on Therapies for Trauma and Abuse Survivors

by **Sohnen-Moe Associates, Inc**

\$45, 4 hours, #E6008B

When performed responsibly at the appropriate stage of the client's healing and with care and sensitivity, body therapy can be an important healing force in a client's life. Bodywork offers survivors a new and non-abusive way of being in touch with their bodies, to discover how their bodies feel and to discern their general level of health. This course introduces the benefits of bodywork specific to trauma and abuse survivors.

The **Benefits of Hands-on Therapies for Trauma and Abuse Survivors** course includes reading chapters One and Seven of *The Ethics of Touch*, responding to nine short answer questions and completing a project on the impact of receiving non-sexual touch.

It satisfies the NCBTMB general 4-hour ethics requirements and also meets the 2-hour continuing education requirement for **Ethics Standard V: Roles and Boundaries**.

Understanding Trauma and Abuse

by **Sohnen-Moe Associates, Inc**

\$45, 4 hours, #E6008C

On the average one of every five clients a practitioner sees has a history of some kind of trauma or abuse. Whether or not you are aware of it, in a large percentage of your sessions the client in your treatment room may be a survivor. Even the client might not know it. To avoid ethical complications every practitioner who uses touch needs basic knowledge about trauma and abuse survivors and a clear protocol for working with these particular clients.

The course does not train the practitioner in how to work with survivors. Rather it brings awareness to the situation and assists the practitioner in responding appropriately. We highly recommend that the practitioner interested in working with trauma and abuse survivors receive formal professional training.

The **Understanding Trauma and Abuse** course includes reading chapters One and Seven of [*The Ethics of Touch*](#), responding to 12 short answer questions and interviewing a psychotherapist about determining the eligibility of a trauma or abuse survivor to receive hands-on therapy.

It satisfies the [NCBTMB](#) general 4-hour [ethics requirements](#) and also meets the 2-hour continuing education requirement for [Ethics Standard V: Roles and Boundaries](#).

Chapter Nine

[Supervision Overview](#)

by **Sohnen-Moe Associates, Inc**

\$25, 2 hours, #E6009X

Identifying and understanding intense, sometimes objectionable, feelings in professional relationships is central to the management of professional boundaries. Supervisors are well suited to assist practitioners with identification and management of their feelings around these boundary dilemmas; as well as, sorting out clinical and interpersonal dilemmas. The **Supervision Overview** course introduces the practitioner to the supervisory experience.

The **Supervision Overview** course includes reading chapter One and Nine of [*The Ethics of Touch*](#) and answering 12 test questions.

It meets the [NCBTMB](#) 2-hour continuing education requirement for [Ethics Standard V: Roles and Boundaries](#).

[Supervision](#)

by **Sohnen-Moe Associates, Inc**

\$45, 4 hours, #E6009A

Overwhelming emotional and boundary dilemmas occur as a predictable aspect of the

somatic practitioner's life. Practitioners need a shame-free, trusting relationship with peers or a supervisor to sort out such dilemmas. The supervisory relationship protects clients as well as the practitioner. This course guides the practitioner in how to select a supervisory experience that best suits his or her needs.

The **Supervision** course includes reading chapter One and Nine of *The Ethics of Touch*, responding to 10 short answer questions, and completing one of three projects:

1. developing a peer supervision group
2. interviewing supervisors
3. finding an established peer supervision group

It satisfies the NCBTMB general 4-hour ethics requirements and also meets the 2-hour continuing education requirement for Ethics Standard V: Roles and Boundaries.