



Profile of Profession

Complementary Therapist

with Advanced Federal Diploma of Professional Education and Training

Date june 15, 2012

File OKT_VS_BERUFSBILD_KT(E)_120615

Table of contents

Summary Profile.....	2
1 Area of activity.....	3
1.1 Job title.....	3
1.2 Areas of practice.....	3
1.3 Clientele.....	3
2 Foundations of the Profession.....	4
2.1 Conceptual Foundations of Complementary Therapies.....	4
2.2 Methods of Complementary Therapy.....	5
3 Professional Practices and Performance.....	5
3.1 Areas of action.....	5
3.2 Competency Profile.....	7
3.3 Core Competencies.....	8
3.4 Supporting Competencies.....	9
4 Contribution to Health Care and Society.....	11
4.1 Contribution to Health Care.....	11
4.2 Contribution to Society.....	11
4.3 Position in the Health Care Sector.....	11
4.4 Position within the education system.....	12
Appendix: Professional Competencies.....	14

Summary Profile

1. Areas of activity	<p>The Complementary Therapist is a health care professional.</p> <p>He/she holistically promotes the healing process of persons with health complaints, impairments of their general well-being, inability to perform, as well as persons in rehabilitation.</p> <p>He/she works self-dependently and mainly in his/her own practice, occasionally also as an employee in health care, educational and social institutions.</p>
2. Foundations of the profession	<p>Complementary Therapy is founded on the belief that the healing process depends on individual factors, encompassing the interactions of body, mind, and spirit. Complementary therapeutic work is carried out in a method-centred, body-centred, and process-centred way. It is interactive. It is aimed at strengthening self-regulation, promoting self-perception, and strengthening competencies for recovery.</p>
3. Practices and performance	<p>The Complementary Therapist</p> <ul style="list-style-type: none"> - creates a relationship based on respect and trust; records, based on the specific method, the client's signs and symptoms, previous coping strategies, and related resources - uses touch, movement, breath, and energy work in a method-specific, body-centred manner in order to stimulate the client's powers of self-regulation - initiates processes in order to promote the client's self-perception and raise his/her awareness - supports the client in a solution-oriented and motivation-based reorientation of his/her everyday life - cooperates with caregivers and other professionals as part of the therapeutic process - engages in continuous professional and personal development and cultivates his/her personal balance - acts in a manner that benefits the profession and observes ethical principles - establishes professional networks and promotes health competencies in society - manages his/her practice and implements quality assurance as well as marketing strategies
4. Contribution to health care and society	<p>Complementary Therapists promote a holistic understanding of health and provide sustainable therapeutic benefits.</p>

1 Area of activity

1.1 Job title

Complementary Therapist with Advanced Federal Diploma of Professional Education and Training¹

1.2 Areas of practice

Complementary Therapists are predominantly self-employed, but they may also work as employees or as members of an interdisciplinary team. They work in

- their own private practice or joint practice
- medical health care centres
- rehabilitation centres, hospitals, or clinics
- institutions within the educational or social sector
- private sector companies

1.3 Clientele

The services provided by Complementary Therapy are utilised by all segments of the population.

However, as part of their continuous professional development, Complementary Therapists may specialize, either on specific target groups (for example infants, children and young people, pregnant women, high-risk professions, senior citizens) or specific complaints (for example stress-induced or posttraumatic disorders etc.).

Some clients may choose Complementary Therapy as their sole form of treatment. Others may utilise it prior to, parallel to, or following conventional medical or accident-related treatment.

The Complementary Therapist treats or supports persons in the following cases:

- somatic or psychosomatic disorders
- impaired general wellbeing or emotional complaints
- functional disorders which have been medically assessed or diffuse complaints with no established medical diagnosis
- illnesses and incapacities which have been medically diagnosed
- following accidents or medical interventions to assist with rehabilitation.

In essence, treatment goals are:

- assessing, recording and treating complaints in a holistic way
- strengthening the organism's self-regulatory powers in a holistic way
- initiating and strengthening healing processes
- avoiding a worsening of the symptoms
- avoiding or alleviating secondary complaints in certain conditions
- acquiring new perspectives and behaviours in order to strengthen healing competencies
- learning better ways of dealing with stress or pain
- regaining physical and emotional strength, stability and flexibility

¹ Please note: For the sake of simplicity the 'Complementary Therapist with Advanced Federal Diploma of Professional Education and Training' is referred to as 'Complementary Therapist' in this document.

2 Foundations of the Profession

2.1 Conceptual Foundations of Complementary Therapies

View of the human being

Complementary Therapy is based on the following view of the human being:

- *Holistic nature* – The human being represents a unity of body, mind, and spirit. Body, mind, and spirit are inseparably connected with each other and interact with the person's environment.
- *Individuality* – Each human being is unique. Lifestyle, the way health or illness is experienced, as well as self-regulation are all individual.
- *Communality* – Each human being is involved in relationships, communities, and his/her environment. Every human being is dependent upon living in a relatively safe environment; contributing his/her potential to society; and experiencing love, recognition, respect, and dignity.
- *Heterostasis* – Every human being is subjected to constantly changing influences, stressors, and risk factors. Health complaints, pain, illnesses, strokes of fate, and emotional suffering are an inseparable part of life and present challenges which every human being has to face. This requires the ability to adapt to adverse conditions.
- *Homoeostasis* – The human organism is oriented towards maintaining a viable, dynamic equilibrium when being subjected to changing external influences. This continuous regulation takes place subconsciously but also consciously, through thinking, feeling, and acting, in interaction with the associated relevant physical processes.
- *Self-competence* – Every human being has an inherent potential for personal development and the capability for creating a meaningful lifestyle. He/she has the desire to develop and realise his/her physical, emotional, and mental potential. The human being is an active co-creator of his/her life, health, and wellbeing.

Goals

Complementary Therapy considers healing as an individual and holistic process affecting body, mind, spirit, and environment. Complementary Therapy therefore strives to specifically strengthen the following areas:

- *Strengthening self-regulation* – Resolving imbalances and disturbances of self-regulation as causes of health complaints and impairments of both health and functioning.
- *Promoting self-perception* – Providing guidance for a more differentiated body awareness which in turn will lead to a process of raising consciousness, allowing the recognition of both disease-causing and health-promoting behavioural and lifestyle patterns.
- *Strengthening healing-competence* – Supporting clients in dealing with complaints and illness, and in developing and stabilising their ability of optimally utilising their innate physical, emotional, and mental healing powers.

Therapeutic work

The treatment approach of Complementary Therapy is method, body, and process-centred. It is also interactive.

- *Method-centred approach* – The treatment approach of Complementary Therapists is based on their method-specific competence.
- *Body-centred approach* – For Complementary Therapists, the therapeutic starting point is determined by the human body, its shape, its expression, and its experiences. They work with touch, movement, breath, and energy, thus allowing physical conditions to be experienced and influenced.

- *Process-centred approach* – Through guidance and discussion Complementary Therapists reflect upon and integrate the physical processes triggered by the treatment. They do this in conjunction with the specific aim of expanding and strengthening the client's resources as well as initiating and consolidating sustainable change.
- *Interactive approach* – Complementary Therapy emphasises the interaction between therapist and client; the therapeutic process evolves through both verbal and non-verbal dialogue between client and therapist.

Stages of the Therapeutic Process

Complementary Therapy proceeds according to the following stages:

- Encountering
- Working
- Integrating
- Transferring

These four stages represent a complete therapeutic cycle and characterise

- the individual treatment steps
- the individual treatment session
- and also the therapeutic process as a whole

The stages do not necessarily progress in a linear fashion but may overlap.

The stages of the process signify the experiences and changes initiated by the physical aspects of the treatments. They are activated, guided, and supported based on a method-centred, body-centred, process-centred, and interactive approach.

2.2 Methods of Complementary Therapy

The OdA KT recognizes methods in accordance with the *Criteria of Methods in Complementary Therapy*. They are based on the *Foundations of Complementary Therapy* and safeguard the compliance of the therapeutic approach, the treatment effect, and the treatment techniques with Complementary Therapy.

3 Professional Practices and Performance

3.1 Areas of action

The work and the associated professional competencies of the Complementary Therapist can be assigned to the following areas:

- A. *The practice of Complementary Therapy*
- B. *Client-centred treatment approach*
- C. *Personal development*
- D. *Professional conduct*
- E. *Public relations and professional networks*
- F. *Practice management and organisation*

Areas A and B encompass the Complementary Therapists' *core competencies*. They represent the main aspects of their work, enabling them to working with clients as well as cooperating with care-givers and healthcare personnel.

Areas C to F comprise *supporting competencies*, which allow the Complementary Therapist to manage their practice responsibly and, generally, in a self-employed capacity as well as fulfilling the required quality standard.

The competencies of all areas of action allow the Complementary Therapist to act in a professional manner in his/her own occupational field

3.2 Competency Profile

Areas of action		Professional occupational competencies				
		1	2	3	4	5
A	The practice of Complementary Therapy	Encounter – initiating the therapeutic process	Work - body and process-centred approach	Integration - deepening the process	Transfer - securing sustainability in every day life	Development of body-centred group processes
B	Client-oriented cooperation	Cooperation with caregivers	Multidisciplinary cooperation			
C	Personal development	Professional development	Personal development	Cultivation of personal balance		
D	Professional conduct	Compliance with professional ethical principles	Commitment to and representation of the profession			
E	Public relations and networking	Promoting health in society	Establishment of a professional network	Teamwork		
F	Practice management and organisation	Practice Management	Safeguarding and developing quality assurance			
core competencies						
supporting competencies						

3.3 Core Competencies

A. The practice of Complementary Therapy

Based on his/her specific treatment method, the Complementary Therapist supports the body's self-regulatory powers through an interactive, body-centred, and process-centred treatment approach. He/she specifically promotes clients' self-perception, thus furthering a sustainable, resource-oriented as well as competency-oriented healing process.

Some methods, such as Breath Therapy, Movement and Dance Therapy, Eutony, Feldenkrais, Polarity and Yoga Therapy, may additionally take place in small groups. This requires additional competencies.

<p>A 1 Encounter – initiating the therapeutic process</p>	<p>Complementary Therapists approach their clients with an empathic and open attitude. They establish with them a relationship based on trust and they respect their clients' interests, values, and rights. Based on his/her specific method, the Complementary Therapist creates a set of findings. Together with the client he/she develops treatment goals as well as a body and process centred treatment plan. From the onset, the Complementary Therapist considers his/her clients as active partners in the therapeutic process. Complementary Therapists recognize their competencies and related professional boundaries.</p>
<p>A2 Work – body and process-centred approach</p>	<p>Complementary Therapists facilitate a method-specific therapeutic process, utilising an interactive approach based on touch, movement, breath, and energetic work. They specifically target the clients' self-regulatory powers. They promote new physical experiences, initiate healing processes and raise clients' self-awareness. They ensure that clients are able to experience their complaints and impairments as something that can be understood and influenced.</p>
<p>A3 Integration – deepening the process</p>	<p>Complementary Therapists, together with their clients, continuously reflect upon the treatment progress. They guide their clients in perceiving changes, as well as in observing and interpreting the clients' empowerment. They show ways of supporting the healing process. Together with their clients, Complementary Therapists monitor the treatment plan and modify it accordingly in order to further the healing process, thus allowing clients to improve their healing competency.</p>
<p>A4 Transfer – securing sustainability in every day life</p>	<p>Complementary Therapists plan and ensure the sustainability of the therapeutic process, leading it towards a successful conclusion. They provide specific support so that clients can self-competently pursue positively experienced changes and behavioural patterns and embed these in their every day life.</p>

<p>A5 Development of body-centred group processes This applies to some Complementary Therapy methods, which also work in small groups, such as breath therapy, movement and dance therapy, Feldenkrais, Polarity and Yoga Therapy</p>	<p>Complementary Therapists additionally support holistic healing processes through group work. They provide participants with method-specific verbal and physical instructions regarding movement, posture, voice, and breathing. They enable participants to perceive and classify their experiences. They offer a therapeutic framework allowing participants to explore and to try new approaches to themselves within the group setting. They support participants in transferring new orientations into their everyday lives. They use the potential provided by the group for mutual help, encouragement and appreciation.</p>
---	---

B. Client-oriented cooperation

Depending on the configuration of each individual case the Complementary Therapist cooperates with caregivers and other professional persons involved.

<p>B1 Cooperation with caregivers</p>	<p>Complementary Therapists involve the client's caregivers, such as parents, partners etc., in the therapeutic process if this is indicated. Complementary Therapists provide the necessary emotional and professional support enabling the caregiver to support the healing process in a meaningful manner. This approach will increase the therapeutic efficacy and safeguard its sustainability in every day life.</p>
<p>B2 Multidisciplinary cooperation</p>	<p>Complementary Therapists cooperate with other professionals and institutions in the health care, educational, social, and insurance sectors. They do this in agreement with the client and his/her caregivers.</p>

3.4 Supporting Competencies

C. Personal development

The Complementary Therapist commits to continuous personal and professional development and cultivates his/her own balance.

<p>C1 Professional development</p>	<p>Complementary Therapists act according to their profession's most current standard of knowledge. They reflect upon their professional activities and continuously expand and refine their knowledge, skills, and conduct.</p>
<p>C2 Personal development</p>	<p>Complementary Therapists reflect on the status of their personal development. They continuously work on their personal development in conjunction with their professional activities.</p>
<p>C3 Cultivation of personal balance</p>	<p>Complementary Therapists are aware of their profession's particular challenges and are able to deal with strain and stress. They are able to recognize the signs of both emotional and</p>

D Professional conduct

The Complementary Therapist adheres to the ethical principles of his/her profession. He/she is committed to his/her profession and represents it externally.

D1 Compliance with professional ethical principles	Complementary Therapists are bound to their profession's ethical principles. They adhere to the conditions of the legal framework. They work competently and respect their professional and personal boundaries.
D2 Commitment to and representation of the profession	Complementary Therapists support the development of their profession and contribute to its positive perception by the general public.

E. Public relations and networking

The Complementary Therapist is committed to promoting health in society. He/she networks extensively in the health sector and makes constructive, solution-oriented contributions in teams, projects, and networks.

E1 Health promotion health in society	Complementary Therapists are committed to the promoting of health in general. They develop their own or support existing activities in order to promote health in accordance with their profession.
E2 Establishment of a professional network	Complementary Therapists establish an interdisciplinary network. They cooperate with professionals and organisations relevant to their own or related professions, and cultivate a professional exchange.
E3 Team work	Complementary Therapists may work in a group practice, in interdisciplinary teams, projects, and networks of the health, social, and educational sectors.

F. Practice management and organisation

The Complementary Therapist recognises the measures necessary for managing his/her practice. He/she ensures that work is carried out impeccably for the benefit and safety of clients.

F1 Practice management and organisation	Complementary Therapists manage their practice according to economically and ecologically sustainable principles. They manage necessary operational and administrative procedures. They document their therapeutic work. They furnish their practice and maintain its infrastructure.
F2 Quality assurance and development	Complementary Therapists regularly monitor the standard of their work and take measures to ensure quality assurance and development.

4 Contribution to Health Care and Society

4.1 Contribution to Health Care

Versatile – Complementary Therapy is used for health disorders and complaints, various forms of performance or functional impairment, and during rehabilitation.

Low-risk – Complementary Therapy is a body-centred form of therapy that uses touch, movement, breath, and energy in order to stimulate the body's self-regulatory powers. It is experientially extremely low-risk.

Holistic – Complementary Therapy focuses on the interactions between body, mind, and spirit in order to initiate the healing process.

Strengthens self-reliance – Complementary Therapy facilitates a solution-based and motivation-based reorientation, and strengthens the client's ability to actively influence existing complaints.

Serving a need – Complementary Therapy serves a great need. It has been used with increasing demand for many years by large segments of the population.

4.2 Contribution to Society

Complementary Therapy provides an important contribution to society in order to develop a *new understanding of health*.

It emphasises the significance of

- dealing with health complaints timely and sustainably
- considering health complaints and illnesses as an impairment of self-regulation
- recognizing and treating complaints and illnesses holistically as a multi-dimensional phenomenon
- initiating clients' self-perception and processes of consciousness, thus allowing existing resources to be strengthened, and facilitating reorientation
- recognizing clients as active partners in the healing process and strengthening their self-competencies.

4.3 Position in the Health Care Sector

The profession Complementary Therapist is federally recognized. It occupies a complementary position within the existing range of services. The profession can be characterised as follows:

- *Relationship-oriented* – Complementary Therapy is centred on the appreciative, trusting relationship, thus creating a space that facilitates and empowers self-healing processes.
- *Holistic approach* – Complementary Therapy addresses the human being as a whole in his/her physical, mental, spiritual, and social dimensions and their interactions.
- *Individual therapeutic process* – Complementary Therapy takes an approach that is based on the state of health, condition, and potential of each individual person. It is characterised by an individual, situation-specific approach that is developed by both the Complementary Therapist and the client.
- *Strengthening self-regulation* – Complementary Therapy supports the body's self-regulatory powers and competencies. As a goal-oriented positive intervention it facilitates the reduction and alleviation of symptoms which are due to an impairment of self-regulation

- *Body and process-centred* – Complementary Therapy takes the body as its starting point: by working with touch, movement, breath, and energy physical conditions can be experienced and influenced. Guidance and dialogue take place in conjunction with, and complement the body-centred treatment approach, thus allowing reflection upon and integration of the physically triggered processes.
- *Resource-oriented* – Complementary Therapy focuses on coping skills, which clients recognize as strengthening their healing process. These resources are systematically promoted and expanded.

Relationship with Conventional Medicine

In addition to the above description, the following characteristics arise:

- *Complementary aspect* – Complementary Therapy does not replace conventional medicine but complements it. Complementary Therapy can be used independently, but also prior to, concomitant with, or subsequent to conventional medical treatment.
- *Diagnostic findings* – Complementary Therapy records the signs and symptoms, previous coping strategies and existing resources based on a specific method; its body and process-oriented approach considers any existing medical diagnoses. Complementary Therapists do not make a medical diagnosis and they are not the first port of call for acute disorders.
- Limits – Complementary Therapists commit to
 - respecting other treatments taking place concomitant with Complementary Therapy
 - recommending or consulting other relevant professionals in cases where the presenting signs and symptoms require further clarification or specific treatments.
 - concluding the therapy when the client's self-regulation or wellbeing does not improve.

Relationship with Alternative Medicine

There are distinct differences but also similarities between Complementary Therapy and Alternative Medicine. Of particular note are the following distinguishing features:

- *Body-centeredness* – Complementary Therapy defines itself as a method-specific approach using touch, movement, breath, and energy. This allows the client to experience and influence physical processes. Complementary Therapy does not use any remedies, technical apparatus, and invasive interventions.
- *Interactive approach* – Complementary Therapy takes the form of a verbal and non-verbal dialogue between client and therapist. This interaction presents a pivotal element of the treatments. From the outset, clients, by virtue of their self-competency, are active partners in the therapeutic process.
- *Process-centeredness* – From the start, Complementary Therapy aims to strengthen clients' resources and resilience. It initiates solution and motivation-oriented perspectives and behaviour so that the ensuing healing is of a sustainable and self-competent nature.
- *Method-based* – Complementary Therapy is based on methods whose theories comply with the foundations of Complementary Therapy.

4.4 Position within the education system

The Advanced Federal PET Diploma Examination is intended to be the qualification procedure for the relevant national diploma.

Appendix: Professional Competencies

A. The practice of Complementary Therapy

A 1

Encounter – initiating the therapeutic process

Complementary Therapists approach their clients with an empathic and open attitude. They establish with them a relationship based on trust and they respect their clients' interests, values, and rights. Based on his/her specific method, the Complementary Therapist creates a set of findings. Together with the client he/she develops treatment goals as well as a body and process centred treatment plan. From the onset, the Complementary Therapist considers his/her clients as active partners in the therapeutic process. Complementary Therapists recognize their competencies and related professional boundaries.

The Complementary Therapist

- researches the complaint/disorder, as well as any additional information mentioned by the client during the initial contact; peruses any reports from referring persons or institutions; consciously perceives the client on all levels during the diagnostic process
- determines the diagnostic approach and the information required with the aim of clarifying the client's physical, emotional, mental, and social situation, with regard to the current possibilities and limits of the therapeutic process as well as the therapist's competencies; plans the interaction from the onset in order to initiate self-perception and self-reflection
- informs the client about his/her method in Complementary Therapy, its possibilities and its limits; realises the method-based diagnostic findings in a body and process-oriented way through empathic observation, touch, movement, and questioning; perceives mindfully and empathically the client's complaints, fears, anxieties, as well as previous experiences regarding empowering resources and positive coping strategies; guides the client's perception towards an understanding of their situation and their previous life path; determines, together with the client, the goals of and approach to the therapy; considers existing medical and psychological diagnoses, or, if appropriate, requests these to be carried out; determines, together with the client, how to monitor the treatment progress; refers the client to other health care professionals or institutions should the condition be deemed inaccessible to Complementary Therapy; recognises psychological and physical emergencies and acts empathically and in a professionally correct manner
- assesses whether the diagnostic findings and the treatment goal form a sufficient basis for the treatment; documents the initial case history, diagnostic findings, and treatment plan; reflects the evolving treatment progress.

A 2

Work – body and process-centred approach

Complementary Therapists facilitate a method-specific therapeutic process, utilising an interactive approach based on touch, movement, breath, and energetic work. They specifically target the clients' self-regulatory powers. They promote new physical experiences, initiate healing processes and raise clients' self-awareness. They ensure that clients are able to experience their complaints and impairments as something that can be understood and influenced.

The Complementary Therapist

- is aware of the treatment goals and the treatment plan; uses dialogue to assess the client's current state; monitors the client's physical, non-verbal, and verbal reactions during the treatment
- builds a trustful relationship and provides safe space for sustainable healing processes; plans the body and process-centred treatment whilst recognizing and respecting the client's current physical, emotional, mental, and social needs and capabilities
- uses touch, movement, breath, and energetic work in a body-centred, method-based manner in order to target the body's self-regulation; mindfully perceives triggered processes and subtle changes; integrates the client's non-verbal as well as verbal reactions in their therapeutic approach; aims at facilitating physical experiences and encourages the client's self-observation and self-perception; develops the therapeutic process in a transparent way that empowers the client; maintains his/her own self-perception and self-organisation during the treatment
- reflects together with the client the physical, emotional, and mental changes effected in each session; continuously ascertains whether any consciousness-raising processes have been activated in the client regarding possible connections between the client's state of health and their outlook and behavioural patterns; assesses whether the client is being empowered to exert an influence on his/her health status.

A3

Integration – deepening the process

Complementary Therapists, together with their clients, continuously reflect upon the treatment progress. They guide their clients in perceiving changes, as well as in observing and interpreting the clients' empowerment. They show ways of supporting the healing process. Together with their clients, Complementary Therapists monitor the treatment plan and modify it accordingly in order to further the healing process, thus allowing clients to improve their healing competency.

The Complementary Therapist

- is aware of the therapeutic process to date; asks the client about the effect of the previous treatment; records physical, emotional, and mental changes based on method and resource-specific criteria; provides space for the client and encourages her/him to share additional observations, feelings, assessments, and conclusions; is aware of his/her own feelings, evaluations, and perceptions
- plans the therapeutic steps based on the criteria of the method, resources, and motivation; provides guidance which is adapted to the situation and condition of each individual client; plans, together with the client, status evaluations at longer intervals
- establishes a link between the therapeutic process and the treatment goals; encourages clients to develop new perspectives and behaviours that have a clear connection to and impact on the client's health complaints; encourages and supports clients in recognising and activating their resources, as well as in strengthening behavioural and coping strategies that were experienced as positive; provides guidance in techniques that support the healing process (visualisation and mindfulness exercises etc.)
- continuously re-examines whether the chosen therapeutic steps are appropriate for the client's situation; together with the client, realises the therapeutic goals and acknowledges the therapeutic process; interprets the evaluations regarding: the further course of the therapy, the client's ability to transfer therapeutic experiences into their everyday life, and the conclusion of the therapy.

A4

Transfer – securing sustainability in every day life

Complementary Therapists plan and ensure the sustainability of the therapeutic process, leading it towards a successful conclusion. They provide specific support so that clients can self-competently pursue positively experienced changes and behavioural patterns and embed these in their every day life.

The Complementary Therapist

- asks the client how they can transfer the healing process into his/her everyday life and work; is aware what clients find helpful or hindering, what they find easy or not so easy
- plans, based on method, resources, and motivation, the therapeutic steps and guidance that ensure the implementation of positively experienced changes and behavioural patterns into client's every day life
- supports clients in planning realistic steps for structuring their everyday and professional life, thus strengthening the healing process; supports clients in implementing the newly gained behavioural patterns in their everyday and professional life; recognises new approaches and emphasises their effect on the healing process; mirrors the client's newly achieved competencies in their way of thinking, feeling, and acting; strengthens the client's positive self-image and their confidence in their resources; reinforces the client's experience that they can also pursue and consolidate positive changes in their everyday and professional life
- assesses, together with the client, the effectiveness of newly tried behavioural patterns; is aware of changes in prevailing circumstances and, together with the client, determines appropriate therapeutic steps; evaluates whether and in which form clients may require further therapeutic support and guidance, or whether the therapy may be concluded; assesses the complete therapeutic process and his/her therapeutic work.

A5

Development of body-centred group processes

This applies to some Complementary Therapy methods, which also work in small groups, such as breath therapy, movement and dance therapy, Feldenkrais, Polarity and Yoga Therapy.

A5 is concerned only with group-specific aspects; these should always be considered in conjunction with A1-A4.

Complementary Therapists additionally support holistic healing processes through group work. They provide participants with method-specific verbal and physical instructions regarding movement, posture, voice, and breathing. They enable participants to perceive and classify their experiences. They offer a therapeutic framework allowing participants to explore and to try new approaches to themselves within the group setting. They support participants in transferring new orientations into their everyday lives. They use the potential provided by the group for mutual help, encouragement, and appreciation.

The Complementary Therapist

- records as part of the client's registration his/her age, profession, past experiences, limitations, health complaints, disorders, illnesses, as well as the prospective clients' needs and goals in order to decide if group work is indicated
- plans and develops method-based, body and process-centred group work appropriate for the group's composition and its current issues, and for the participants' possibilities and limits
- instructs participants in body and experience-centred movement and breathing work; provides individual support, both verbally and manually; facilitates and enhances through ver-

bal guidance the participants' perceptiveness; provides structured guidance for clients in experiencing their body, their thinking, feeling, and behaviour; encourages participants to establish and to reflect upon connections between old and new experiences

- encourages and supports participants in sharing their physical, emotional, mental and social experiences with the group, and in reflecting upon these experiences; promotes feedback and support, as well as encouragement and respect among participants; supports participants on their path to consolidating and expanding new behavioural patterns; integrates individual participants in the group process; recognises difficult group dynamics and conflicts and addresses them appropriately.

B. Client-oriented Cooperation

B1

Cooperation with caregivers

Complementary Therapists involve the client's caregivers, such as parents, partners etc. in the therapeutic process if this is indicated. Complementary Therapists provide the necessary emotional and professional support enabling the caregiver to support the healing process in a meaningful manner. This approach will increase the therapeutic efficacy and safeguard its sustainability in every day life.

The Complementary Therapist

- informs him/herself about caregivers; recognises the potential or necessity of integrating caregivers in the therapeutic process
- discusses and decides, together with the client, and the caregiver how the caregiver's integration in the therapeutic place should best be implemented; observes relevant aspects of his/her responsibility and the client's autonomy; plans the therapeutic approach with regard to the integration of the caregiver and considers the relevant possibilities and limitations
- involves the caregiver within the agreed framework into the therapeutic process; adequately informs the caregiver so that he/she can understand and support the therapeutic work; uses the interaction between client and caregiver in order in order to facilitate the desired changes; assists the caregiver through method-specific guidance (information, checklists, observing the client etc.) in supporting the therapeutic process between individual sessions, and to facilitate its transfer into the client's everyday life; appreciates the caregiver's collaboration
- continuously evaluates whether the caregiver's integration is well adjusted to the therapeutic process and beneficial to the healing process; recognises situations where the caregiver requires further support and where boundaries are necessary.

B2

Multidisciplinary cooperation

Complementary Therapists cooperate with other professionals and institutions in the health care, educational, social and insurance sectors. They always do this in agreement with the client and his/her caregivers.

The Complementary Therapist

- clarifies whether the client currently receives other therapies or if other institutions should be involved in the therapeutic process
- plans, together with the client, a professional exchange with other professionals or institutions (teachers, psychotherapists, medical doctors, health insurance etc.); discusses and organises with the client and, if applicable, the caregiver the relevant procedures
- contacts, in agreement with the client, the relevant person or institution; communicates with professionals of other disciplines in a respectful, clear, and appropriate manner; acts as an advocate, within the therapeutic framework, for the benefit and concerns of the client; recognises, respects, and resolves conflicts of interest; compiles written reports, in agreement with the client, for the attention of the involved institutions; supports clients and their caregivers in dealing with institutions so that they can self-competently represent their concerns
- verifies that the cooperation is both client and solution-centred, as well as economically justifiable; intervenes, in agreement with the client, when agreed commitments are not being adhered to; adequately concludes the cooperation.

C. Personal development

C1 Professional development

Complementary Therapists act according to their profession's most current standard of knowledge. They reflect upon their professional activities and continuously expand and refine their knowledge, skills, and conduct.

The Complementary Therapist

- evaluates his/her professional strengths and potentials for further development; informs him/herself about current relevant developments and research regarding his/her profession; recognises changing requirements; evaluates case notes; obtains feedback from clients
- develops appropriate study goals and strategies; obtains an overview of relevant continuing education programmes; develops an efficient system for studying and expanding his/her knowledge
- deepens his/her professional competencies and keeps them up to date through participating in courses and conferences, supervision, relevant literature, and exchanges with colleagues; evaluates professionally relevant information with regards to his/her profession and clinical practice; implements newly acquired skills, information, and approaches in his/her clinical practice
- evaluates the new experiences as they are being transferred into clinical practice; carries out adjustments of his/her study goals and learning strategies as appropriate.

C2 Personal development

Complementary Therapists reflect on the status of their personal development. They continuously work on their personal development in conjunction with their professional activities.

The Complementary Therapist

- recognises his/her personal and professional level of development, his/her strengths and weaknesses, his/her areas of interest for further development, as well as his/her potential; informs him/herself about availabilities regarding personal development as well as opportunities for further professional development within the framework of both his/her specific method and Complementary Therapy
- develops and plans new opportunities and prospects
- expands his/her potentials and deepens his/her personal competencies, resources, and attitudes
- reflects upon his/her developmental process and adjusts it if necessary.

C3

Cultivation of personal balance

Complementary Therapists are aware of their profession's particular challenges and are able to deal with strain and stress. They are able to recognize the signs of both emotional and physical overwork and stress and act accordingly.

The Complementary Therapist

- thoughtfully considers his/her working style and its effects upon him/her; recognises signs of physical, emotional, and mental stress and overwork;
- develops meaningful strategies to strengthen his/her physical, emotional, mental and social resources
- implements the planned steps and organizes his/her work accordingly; utilises Complementary Therapy for strengthening and centring him/herself; if necessary utilises additional support
- evaluates the effect of the chosen strategies regarding his/her performance and wellbeing; adjusts these strategies if necessary.

D Professional conduct

D1

Compliance with professional ethical principles

Complementary Therapists are bound to their profession's ethical code of conduct. They adhere to the conditions of the legal framework. They work competently and respect professional and personal boundaries.

The Complementary Therapist

- informs him/herself about the legal framework regarding his/her work as therapist; follows the ethical principles and competencies of his/her profession and recognises his/her personal limits
- recognises and evaluates ethically complex situations and plans for appropriate actions and communication; considers the legal requirements of his/her profession
- works competently, effectively, and economically within the scope of the acquired competencies and according to professional standards; acts according to the legal requirements and commitments made; observes professional and personal boundaries; adheres responsibly and comprehensibly to the various responsibilities towards clients, caregivers, the profession, and the health care sector; informs the general public appropriately and correctly about his/her services
- continuously reflects upon personal attitudes, and his/her work regarding professional ethical principles; if necessary, arranges for supervision.

D2

Commitment to and representation of the profession

Complementary Therapists support the development of their profession and contribute to its positive perception by the general public.

The Complementary Therapist

- informs him/herself about the ongoing development of his/her profession and the specific method in Complementary Therapy, as well as its perception by the general public
- evaluates the effects of occupational politics on his/her profession; determines which issues he/she wants to actively pursue
- is committed to his/her profession according to his/her abilities; acts as an advocate for the positive perception and concerns of the profession, both by his/her personal environment and by the wider public; disseminates his/her professional experiences according to his/her personal abilities (workshops, intervision, writing articles etc.)
- reflects upon his/her commitment, adjusting it accordingly.

E. Public relations and networking

E1 Promoting health in society

Complementary Therapists are committed to the promoting of health in general. They develop their own or support existing activities in order to promote health in accordance with their profession.

The Complementary Therapist

- informs him/herself about concepts and health-promoting services within his/her environment that are of relevance for his/her professional concerns
- draws up concepts in order to meaningfully represent health-relevant concerns and issues pertaining to his/her profession to the general public
- organises health-promoting activities; participates in project groups of his/her professional organisation or in regional associations, where he/she raises concerns, shares experiences, and presents ideas
- evaluates effort, success, and effect of completed activities and realises the insights thus gained.

E2 Establishment of a professional network

Complementary Therapists establish an interdisciplinary network. They cooperate with professionals und organisations relevant to their own or related professions, and cultivate a professional exchange.

The Complementary Therapist

- explores the possible cooperation with other professionals and institutions in the health, education, and social sector, that are relevant for establishing a supportive network; informs him/herself about the responsibilities of and procedures for a well-functioning network
- determines his/her needs and goals regarding a professional network
- organises new contacts and cultivates a professional exchange in order to ensure optimal treatments, consultations, and client care; provides a substitute during any absences
- evaluates the network's topicality and standard, adjusting it to his/her requirements.

E3 Teamwork

Complementary Therapists may work in a group practice, in interdisciplinary teams, projects and networks of the health, social, and educational sectors.

The Complementary Therapist

- clarifies his/her duties and responsibilities; determines the need for information and coordination within the team; recognises factors that weaken or strengthen the team
- considers which steps and measures can be taken to achieve a meaningful cooperation within the team; clarifies interfaces; plans procedures and duties considering the competencies and responsibilities of the team members
- facilitates interdisciplinary cooperation and shares his/her resources; analyses any problems that may arise and contributes to their constructive resolution

- involves the team in reflecting upon its activities and achievements as well as his/her own role within the team; evaluates his/her contribution to the team; initiates individual and group activities.

F. Practice management and organisation

F1 Practice Management

Complementary Therapists manage their practice according to economical and ecologically sustainable principles. They manage operational and administrative procedures. They document their therapeutic work. They furnish their practice and maintain its infrastructure.

The Complementary Therapist

- continuously identifies upcoming tasks whilst considering the legal requirements relevant for practice management as well as guidelines and directives of the professional organisation and the registrar; is aware of the principles and tools supportive of practice management; is aware the economical status and the market conditions relevant to the business and the services offered
- prioritises tasks; plans and organises managerial and administrative activities; determines the need for marketing and schedules their implementation
- carries out the necessary administrative and managerial tasks; manages the client files and compiles reports for relevant institutions; ensures the safe keeping of equipment and the storage of data and files; maintains and administers the practice resources; delegates and supervises work carried out by third parties (staff, accountant); designs and maintains the infrastructure according to professional, economical, ecological, and aesthetic criteria; safeguards hygiene standards; implements marketing measures
- evaluates the achievement of objectives and adjusts the practice management accordingly.

F2 Safeguarding and developing quality assurance

Complementary Therapists regularly monitor the standard of their work and take measures to ensure quality assurance and development.

The Complementary Therapist

- informs him/herself about quality assurance (structural, procedural, and resultant quality) and relevant guidelines for therapeutic professions
- schedules necessary measures for quality assurance and development relevant to his/her profession
- implements measures to maintain quality standards in his/her practice
- evaluates the results of the quality assurance and takes steps for further relevant development.