

# **CREDENTIALING APPLICATION**

**NATIONAL BOARD FOR CERTIFICATION OF ORTHOPAEDIC  
PHYSICIAN'S ASSISTANTS  
(NBCOPA)**

**AMERICAN SOCIETY OF ORTHOPAEDIC PHYSICIAN'S  
ASSISTANTS  
(ASOPA)**



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All Orthopaedic Physician Assistants – Certified (OPA-C) should print out the entire contents of this packet and should attach it to any application for hospital privileges or for employment purposes.

The following page includes certification information along with delineation of privileges. This should be completed in its entirety. If you are applying for hospital privileges, have your sponsoring surgeon sign the delineation of privileges section for those job duties you are requesting. Attach a current copy of your NBCOPA certificate as proof that you have passed the certification examination and a copy of your continuing education certificates (if applicable),

The *GUIDELINES AND STANDARDS OF PRACTICE FOR ORTHOPAEDIC PHYSICIAN ASSISTANTS – CERTIFIED* should be attached to your application as a means of introducing our profession and to help identify our scope of practice.

The last page in the packet has contact names and numbers for verification purposes. Most verifications can be completed within 48 hours. If you, your hospital, or your potential employer is unable to get a hold of any of the individuals listed in a timely manner, please contact any member of the ASOPA Executive Board.

This packet was designed to help facilitate the process of gaining hospital privileges or employment for Orthopaedic Physician Assistants. Completion of this application packet along with supportive documentation does in no way guarantee you will be able to obtain privileges or employment as an OPA-C.

## CERTIFICATION INFORMATION AND DELINIATION OF PRIVILEGES

**Name:** \_\_\_\_\_

Is a Board Certified Orthopaedic Physician Assistant (OPA-C), having successfully passed the National Board Certification of Orthopaedic Physician Assistants (NBCOPA) Examination

**Date of Certification:** \_\_\_\_\_

**Certificate Number:** \_\_\_\_\_

**Date of Expiration:** \_\_\_\_\_

**Malpractice Insurance Carrier:** \_\_\_\_\_

**Limits of Liability** \_\_\_\_\_

Malpractice covered under supervising physician's policy

*The following are privileges being requested:*

Requested (check all that apply)	PROCEDURE	Signature of Supervising Surgeon Attesting to competency
_____	Make daily rounds on patients (all notes co-signed)	_____
_____	Remove Sutures	_____
_____	Cast / Splint / Brace Applications	_____
_____	Dressing Changes	_____
_____	Surgical Assist	_____
_____	Dictating Admission / Discharge Summaries	_____
_____	Aspirations / Injections	_____



## **GUIDELINES AND STANDARDS OF PRACTICE FOR ORTHOPAEDIC PHYSICIAN'S ASSISTANTS - CERTIFIED**

The parties to these guidelines shall subscribe to the concepts and procedures herein stated in accordance with the tenets and principals of the American Society of Orthopaedic Physician's Assistants, (ASOPA) and the National Board for Certification of Orthopaedic Physician's Assistants, (NBCOPA) and to the facilities of their practice and/or employment.

### **I. DEFINITION:**

The Certified Orthopaedic Physician Assistant is a professional physician extender who has met the criteria set forth by the National Board for Certification of Orthopaedic Physician Assistants and has successfully passed the certification examination as such, and maintains certification by complying with the rules in accordance with the bylaws of the NBCOPA. The Certified Orthopaedic Physician Assistant may use the short title (OPA-C).

### **II. DESIGN:**

These guidelines are not intended as a complete textbook, but are designed to direct and cue the Certified Orthopaedic Physician Assistant to assist the orthopaedic physician toward complete assessment of signs, symptoms, analysis, treatment and care for the orthopaedic patient. Passage of the certification examination signifies an entry level of knowledge of the following categories in the specialty of orthopaedic medicine and surgery.

1. Anatomy and Physiology
2. Pharmacology
3. Assessment and Treatment of Adult and Pediatric Orthopaedic Diseases and Injuries.
4. Principals and Techniques of Operative Procedures.
5. Functions and Application of Instrumentation and Equipment Utilized in Operative Orthopedic Procedures
6. Principals and Techniques of Traction. Casting and Splint Applications.

7. Evaluation and Interpretation of Laboratory, Radiological and other Diagnostic Studies
8. Clinical History and Physical Assessment.

### **III. FUNCTIONS, PREROGATIVES AND RESPONSIBILITIES:**

The Certified Orthopaedic Physician Assistant should practice in accordance with any existing applicable state rules or regulations that govern the practice of Professional Physician Extenders.

1. The Certified Orthopaedic Physician Assistant shall function in practice under the supervision of the orthopedic physician in accordance with established policies and procedures.
2. The Certified Orthopaedic Physician Assistant shall function as a part of the supervision of the orthopaedic patient involving the whole management of care requiring the application of principles based upon the biological, physical and social sciences.
3. The Certified Orthopaedic Physician Assistant shall be responsible for the accurate recording and reporting of facts, including evaluation and treatment of the whole care of the patient.
4. The Certified Orthopaedic Physician Assistant may assist with patient education involving the whole patient care and plan of treatment.
5. The Certified Orthopaedic Physician Assistant may assist with application and execution of orthopaedic procedures and services and execute the legal orders of the supervising orthopaedic physician concerning the whole care of the patient.
6. Follow-up care and services may be rendered by the Certified Orthopaedic Physician Assistant commensurate with education and experience. All entries into the patient chart must be reviewed and signed by the supervising physician.
7. The Certified Orthopaedic Physician Assistant may perform the following duties after proficiency has been demonstrated and in accordance with established policies and procedures.
  - A. In the event of an emergency situation, administration of all recognized first aid procedures.
  - B. Performance of History and Physical Assessment.
  - C. Aspirations and injections.
  - D. Application and removal of all types of traction, casts, splints and other immobilization devices and equipment.
  - E. Assist with and perform digital blocks, hematoma blocks and the use of local anesthetics.
  - F. Assist with the reduction of fractures and dislocations.
  - G. Assist with and perform the removal or excision of superficial orthopaedic hardware.

8. The Certified Orthopaedic Physician Assistant may perform the following pre-operative duties:
  - A. Pre-admission patient evaluation and work-up, including history and physical assessment, patient education and institute routine orders, all of which are to be reviewed by the supervising physician.
  - B. Institute admission, in-house, transfer and discharge orders, all of which are to be reviewed by the supervising physician.
  - C. Evaluation of patient status by:
    1. Routine daily rounds.
    2. Evaluation of Laboratory parameters. Radiological and other diagnostic studies.
    3. Progress notes
    4. Routine orders
9. The Certified Orthopaedic Physician Assistant may perform the following intra-operative duties in accordance with established policies and guidelines.
  - A. Assist in setting orthopaedic instrumentation and equipment.
  - B. Assist with patient preparation to include draping and positioning.
  - C. First and second assist with all procedures to include tissue retraction, cauterization of bleeding vessels and other duties for hemostasis, suturing of tissues, cutting of suture, closing of the operative case and application of any appropriate appliance.
10. The Certified Orthopaedic Physician Assistant may perform the following post-operative duties:
  - A. Removal of sutures.
  - B. Application of casts, splints, traction and other orthopaedic devices and equipment.
  - C. Cast and splint changes, dressing changes with routine wound care as necessary.
  - D. Institute and execute routine post-operative orders of the supervising physician.
  - E. Chart progress and other notes as necessary.
  - F. Dictate notes and discharge summaries.

#### **IV. GENERAL SUMMARY:**

The Certified Orthopaedic Physician Assistant, (OPA-C) shall function in practice under the authority of the supervising orthopaedic physician. Functions shall include performing skilled services and procedures within the clinical setting, out-patient and in-patient facilities where privileges have been granted accordingly. The Certified Orthopaedic Physician Assistant may function as a part of the whole patient treatment and management team. Services may be performed by the Certified Orthopaedic Physician Assistant in primary orthopaedic care, pre-

operative care, intra-operative care, and post-operative care for the orthopaedic patient in accordance with established policies and procedures. The Certified Orthopaedic Physician Assistant reports to the supervising orthopaedic physician the complete patient status and shall notify accordingly of any abnormal findings, problems or complaints regarding the whole care of the patient.

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### **The National Board for Certification of Orthopaedic Physician Assistants (NBCOPA)**

The National Board for Certification of Orthopaedic Physician Assistants (NBCOPA) endorses the concept of voluntary, periodic certification for physician's assistants working primarily in orthopaedics. The certification process is designed to promote excellence in the practice of orthopaedic physician's assistants by:

1. Recognizing formally those individuals who meet all the requirements of the NBCOPA.
2. Encouraging professional growth of the physician's assistant in orthopaedics.
3. Establishing and measuring the level of knowledge required for a Certified Orthopaedic Physician Assistant.
4. Providing a standard of requisite knowledge required for certification, thereby assisting the employer, the public, and members of the health professions in the assessment of Orthopaedic Physician Assistants.

The certification program for Orthopaedic Physician Assistants is sponsored by the National Board for Certification of Orthopaedic Physician Assistants. Eight regular members of the NBCOPA are Board members from the American Society for Orthopaedic Physician Assistants. Other members of the NBCOPA are Physician and educators.

### **American Society of Orthopaedic Physician's Assistants (ASOPA)**

Established and incorporated in 1976, the American Society of Orthopaedic Physician Assistants (ASOPA) is an organization for physician's assistants who specialize in orthopaedic Board-certified surgery. The ASOPA members are usually employed by a Board Certified orthopaedic surgeon or by an orthopaedic facility.

The ASOPA is a society of members who share the same specialty, providing opportunities for higher learning and networking through planned educational meetings with peers and allied health professionals. For more information contact:

Kent Lindeman, CMP, Executive Director  
American Society of Orthopaedic Physician's Assistants  
8365 Keystone Crossing, Suite 107  
Indianapolis, IN 46240  
(800) 280-2390  
(317) 205-9481 FAX  
[asopa@hp-assoc.com](mailto:asopa@hp-assoc.com)



**Verification of credentials for Certified Orthopaedic Physician's Assistants (OPA-C) can be obtained through the following sources.**

***National Board Certification of Orthopaedic Physician's Assistants:***

c/o AAOS Special Society Services  
 6300 North River Road, Suite 727  
 Rosemont, IL 60018  
 (847) 698-1698  
 Fax: (847) 823-0536  
 Email: [raymond@aaos.org](mailto:raymond@aaos.org)  
 MELODY RAYMOND, NBCOPA Staff

J. MICHAEL BENTON, President, NBCOPA  
 (334) 281-6990  
 (334) 281-9725 Fax  
[jmbnsa@bellsouth.net](mailto:jmbnsa@bellsouth.net)

CASSIE RICHARDSON, Continuing Medical Education Chair, NBCOPA  
 (858) 571-0606 ext 3035  
[carichopa@yahoo.com](mailto:carichopa@yahoo.com)

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