Practice Analysis of ABC Certified Mastectomy Fitters



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Acknowledgements

On behalf of the American Board for Certification in Orthotics, Prosthetics & Pedorthics, Inc. (ABC), I am pleased to present this Practice Analysis of ABC Credentialed Mastectomy Fitters. This report describes the contemporary practice of ABC credentialed mastectomy fitters practicing in the United States. It represents the culmination of months of planning, execution, data analyses, and writing.

A project of this scale depends on the hard work and commitment of many professionals, and I am pleased to acknowledge their contributions to the final product. We are indebted to the Practice Analysis Task Force for the direction it provided. Its members – Leigh Anne Ball, CFm, Teresa Caruso, CFm, Allyson Daugherty, PT, CLT, CFm, Natalie Erwin, CFm, Teresa Kelly, CFm, Kimberly Kincaid, CFm, Lisa Malespin, CFo, CFm, Kim Neel, CFm, Judith Amber Simmons, C.Ped., CFo, CFm and Lesleigh Sisson, CFo, CFm – worked with us diligently throughout the study process.

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Larry D. Word, CPO, FAAOP President

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Executive Summary

The American Board for Certification in Orthotics, Prosthetics, and Pedorthics (ABC) is an organization with the mission "to establish and advocate for the highest patient care and organizational standards in the provision of safe and effective orthotic, prosthetic and pedorthic services." The ABC Certified Mastectomy Fitter (CFm) credential focuses on breast prostheses and post-mastectomy items and services. This includes patient assessment, formulation of a treatment plan, implementation of the treatment plan, follow-up and practice management.

A practice analysis is designed to obtain descriptive information about the tasks performed on a job and the knowledge needed to adequately perform those tasks. The purpose of the practice analysis was to:

- > develop the content outline for the ABC Certified Mastectomy Fitter (CFm) credential.
- develop tasks and knowledge related to the work performed by CFm professionals; and,

Conduct of the Practice Analysis

The practice analysis consisted of several activities: background research; a panel expert review; and development of the content outline for the ABC Certified Mastectomy Fitter (CFm) credential. The successful outcome of the practice analysis depended on the excellent information provided by the CFm professionals who participated in the study.

Background Research

The development of new task and knowledge statements commenced with a review of the existing task and knowledge statements. Additional information was gathered from reference materials and the opinions of the experts participating in the Task Force.

Panel Review/Content Outline Development

An expert panel convened on July 13, 2019 in Alexandria, Virginia. The panel of experts was presented with an overview of the ABC CFm credential and the purpose of conducting a practice analysis. The panel reviewed the draft task and knowledge statements and made additional changes based on consensus regarding the final list of task and knowledge statements.

The expert panel used the final version of the approved list of task and knowledge statements to create the content outline that will guide the development of the ABC Certified Mastectomy Fitter (CFm) credential.

Summary

In summary, this study used a sound approach to identify the tasks and knowledge that are important to the competent performance of CFm professionals. The practice analysis process allowed for input from a representative group of professionals who currently practice mastectomy fitting and was conducted within the guidelines of professionally sound practice.

The results of the practice analysis can be used by the American Board for Certification to develop the Certified Mastectomy Fitter (CFm) credential.

INTRODUCTION

The ABC Certified Mastectomy Fitter (CFm) credential focuses on breast prostheses and post-mastectomy items and services. This includes patient assessment, formulation of a treatment plan, implementation of the treatment plan, follow-up and practice management.

The major purpose of the practice analysis was to identify the tasks and knowledge that are important for competent performance of the mastectomy fitter job. The development of a content-valid credentialing program is based on tasks and knowledge identified through the practice analysis process.

This report describes the practice analysis, including the:

- rationale for conducting the practice analysis;
- > methods used to define practice-related tasks and knowledge; and,
- > creation of the final content outline.

Practice Analysis Study and Adherence to Professional Standards

Practice analysis refers to procedures designed to obtain descriptive information about the tasks performed on a job and/or the knowledge, skills, or abilities necessary to adequately perform those tasks. The specific type of information collected during a practice analysis is determined by the purpose for which the information will be used.

For purposes of developing credentialing programs, a practice analysis should identify important tasks, knowledge, skills, and/or abilities deemed to be important by professionals in the field of mastectomy fitters.

The use of a practice analysis (also known as job analysis, role and function study, or role delineation study) to define the content domain(s) is a critical component in establishing the content validity of the program. Content validity refers to the extent to which the content covered by the program is representative of the tasks and knowledge of a practice (tasks, knowledge, skills, or abilities).

A well-designed practice analysis should include a representative group of subject-matter experts who reflect the diversity within the profession. Diversity refers to regional or job context factors and to subject-matter expert factors such as experience, gender, and race/ethnicity. Demonstration of content validity is accomplished through the judgments of subject-matter experts. The process is enhanced by the inclusion of subject-matter experts who represent the diversity of the relevant areas of expertise.

The Standards for Educational and Psychological Testing (2014) (*The Standards*) is a comprehensive technical guide that provides criteria for the evaluation of tests, testing practices, and the effects of test use. It was developed jointly by the American Psychological

Association (APA), the American Educational Research Association (AERA), and the National Council on Measurement in Education (NCME). The guidelines presented in *The Standards*, by professional consensus, have come to define the necessary components of quality testing. Consequently, a testing program that adheres to *The Standards* is more likely to be judged as valid and defensible than one that does not.

As stated in Standard 11.13,

"The content domain to be covered by a credentialing test should be defined clearly and justified in terms of the importance of the content for credential-worthy performance in an occupation or profession. A rationale and evidence should be provided to support the claim that the knowledge or skills being assessed are required for credential-worthy performance in that occupation and are consistent with the purpose for which the credentialing program was instituted.... Typically, some form of job or practice analysis provides the primary basis for defining the content domain..." (pp 181-182)

The practice analysis for the ABC Certified Mastectomy Fitter (CFm) credential was designed to follow the guidelines presented in *The Standards* and to adhere to accepted professional practice.

Method

The practice analysis for the ABC Certified Mastectomy Fitter (CFm) credential involved a methodical approach that included an expert panel review. A draft list of tasks and knowledge statements was developed based on the current content outline and previous practice analysis. The draft task and knowledge statements were reviewed by a panel of experts, selected by ABC to serve as the Practice Analysis Task Force Committee. The purpose of the expert panel review was to obtain verification (or refutation) that the tasks and knowledge identified are important to the work of certified mastectomy fitter professionals.

Utilizing multiple experts to review and create the task and knowledge statements functions as a check and balance on the judgments of the initial background research and reduces the likelihood that unimportant areas will be considered in the development of the test specifications. The use of multiple experts eliminates the chance that one expert's input will influence the entire content outline.

The methodology used to conduct the practice analysis is described in detail below and included the following steps:

1. Development of the Domains and Task and Knowledge Statements

A pre-meeting document was sent to the Task Force containing information about the practice analysis and the best practices for developing domains and task and knowledge statements. The pre-meeting document was reviewed by the Task Force prior to the in-person meeting.

2. Expert Panel Review

ABC and Prometric convened an expert panel July 13, 2019 in Alexandria, Virginia. The Task Force was comprised of the ten (10) experts in the mastectomy fitter profession, all Certified Mastectomy Fitter (CFm) professionals. A complete list of the Task Force participants is provided in Appendix A. Prometric staff led the Task Force through the review, revision, and development of domains and task and knowledge statements.

The following domains were covered in the list of the task and knowledge statements:

- 01 Patient Assessment
- 02 Formulation of Treatment Plan
- 03 Implementation of Treatment Plan
- 04 Follow-Up
- 05 Practice Management

3. Development of the Test Specifications

The test specifications were developed as part of the Practice Analysis meeting on July 13, 2019, following the conclusion of discussions about the important task and knowledge statements. Detailed edits to the previous test specifications were completed. The new test specifications are presented in Appendix B. The development of the test specification included the approval of the final list of task and knowledge statements for each of the content areas and linking the knowledge statements to the task statements.

The linking study is not meant to be an exhaustive listing of related knowledge; instead, it is designed to provide evidence that the important knowledge is related to the important tasks. The results of the linking study are presented in Appendix C.

Twenty-nine (29) tasks were identified by the Task Force Committee as important to the competent performance of mastectomy fitter professionals. Table 1 lists the tasks by domain.

	Domains/Tasks
1. Patier	nt Assessment
1	Review patient's prescription/referral
2	Obtain relevant patient medical history, including previous use of post-mastectomy items, diagnosis, and activities of daily living (ADL)
3	Discuss patient's expectations and goals
4	Perform a diagnosis-specific functional clinical examination that includes observation of chest wall and evaluation of range of motion, manual dexterity, skin integrity, and shape/physical characteristics
5	Consult with other healthcare professionals and caregivers about patient's condition, as needed
6	Refer patient, if appropriate, to other healthcare professionals (e.g., therapist, physician) for intervention beyond mastectomy fitter's scope of practice
2. Formu	ilation of Treatment Plan
1	Use the assessment results to formulate a treatment plan, including goals and expected outcomes to increase patient comfort, enhance function, accommodate deformity (e.g., shoulder drop, scoliosis), and improve balance, symmetry, and appearance
2	Consult with licensed healthcare prescriber to obtain supporting documentation and/or modify the original prescription, if necessary
3	Document the patient's need described in the treatment plan

Table 1: *Domains and Tasks*

Identify post-mastectomy items to support the treatment plan
Communicate to patient and/or caregiver about the recommended treatment plan and timeline for completion
Inform patient or responsible parties of their financial responsibilities as they pertain to the recommended treatment plan and/or any coverage limitations
ementation of Treatment Plan
Measure patient and select appropriate post-mastectomy items to implement treatment plan
Assess fit and comfort of post-mastectomy items and make any necessary adjustments
Ensure that post-mastectomy items are provided as prescribed
Educate patient and/or caregiver about the use and care of post-mastectomy items (e.g., wearing schedules, cleaning), including benefits, possible risks, and warranty information
Advise the patient and/or caregiver about their rights and responsibilities
Document treatment using established record-keeping techniques to verify implementation of treatment plan
Develop and communicate follow-up plan
w-Up
Obtain feedback from patient and/or caregiver about the outcome of the treatment plan (e.g., tolerance, comfort, ability to don and doff, proper usage, and function)
Re-evaluate the patient through a follow-up clinical examination that may include review of changes to patient status, shape, and physical characteristics
Identify need for changes relative to initial treatment goals and expectations by assessing fit of post-mastectomy items
Modify or adjust post-mastectomy items based on assessment and/or patient/caregiver feedback
Educate patient and/or caregiver on proper use of post-mastectomy items relative to modifications/adjustments
Document follow-up care, including any changes in treatment plan
ice Management
Comply with federal and state regulations for the delivery of items within the Certified Mastectomy Fitter Scope of Practice (e.g., CMS, Medicaid, OSHA, HIPAA)
Comply with policies and procedures regarding universal precautions and infection control
Comply with documentation requirements (e.g., document retention, verification that post-mastectomy items were delivered and billed as prescribed)

Thirty-three (33) knowledge and skills statements were identified by the Task Force Committee as important for CFm professionals to know. Table 2 lists the knowledge and skills statements.

Table 2: Knowledge and Skills Statements

	Mastectomy Fitter Knowledge and Skills				
Kn	Knowledge of:				
	Musculoskeletal anatomy, including upper limb and spinal				
	Anatomical landmarks				
	Tissue characteristics/management				
	Post-surgical edema				
	Range of motion				
	Medical terminology				
	Breast treatment options				
	Lymphatic system				
	Prescription/referral documents				
	Documentation and document retention requirements				
	Policies and procedures regarding Protected Health Information (PHI)				
	Roles and responsibilities associated with other healthcare professions				
	Reimbursement coverage criteria (e.g., CMS/third party payers)				
	Material safety procedures and standards (e.g., OSHA, SDS)				
	Universal precautions and infection control				
	Ethical standards regarding proper patient management				
	Scope of practice related to mastectomy fitter credential				
	When to refer the patient to other healthcare providers/caregivers				
	Post-mastectomy items				
	Post-mastectomy item fitting criteria				
	Examination techniques				
	Measurement tools and techniques				
	Care and maintenance of post-mastectomy items				
	Item warranties				
	Inventory control and management				
	Federal and state rules, regulations, and guidelines (e.g., CMS, ADA, state licensure)				
	ll in:				
	Performing clinical examinations and interviewing patients				
	Interpretation of physical findings				
	Developing or modifying a treatment plan				
	Adapting treatment plan relative to the patient's functional needs (e.g., patients with stroke, cognitive impairment)				
	Measuring and fitting post-mastectomy items				
	Evaluating fit and function of post-mastectomy items				
	Documentation				

Eleven (11) mastectomy items were identified by the Task Force Committee as important to the competent performance of CFm professionals. Table 3 lists the approved mastectomy items.

Table 3: Mastectomy Items

Mastectomy Item List
Breast prosthesis, mastectomy bra
Breast prosthesis, mastectomy bra, with integrated breast prosthesis form, unilateral
Breast prosthesis, mastectomy bra, with integrated breast prosthesis form, bilateral
External breast prosthesis garment, with mastectomy form, post-surgical
Breast prosthesis, non-silicone
Breast prosthesis, silicone
Nipple prosthesis
Custom-fabricated breast prosthesis
Breast prosthesis, silicone, with integral adhesive
Adhesive skin support attachment for use with external breast prosthesis
Compression garments

The expert panel's next activity was to provide content weights for each of the domains. This was accomplished by having each of the participants give their individual estimates, entering those estimates into a spreadsheet, and discussing the aggregated data. Table 4 below shows each domain, the percentage weights assigned, and the total number of items as finalized by the Test Specifications Committee.

Domains		Percentage Weight	Number of Items
1	Patient Assessment	29%	32
2	Formulation of Treatment Plan	15%	16
3	Implementation of Treatment Plan	32%	35
4	Follow-Up	8%	9
5	Practice Management	16%	18

Table 4: *Weighting Exercise*

SUMMARY AND CONCLUSION

The practice analysis for the American Board for Certification in Orthotics, Prosthetics, and Pedorthics (ABC) was conducted to:

- identify tasks and knowledge important to the work performed by Certified Mastectomy Fitter (CFm) professionals; and,
- > create a content outline that may be used to develop the Certified Mastectomy Fitter (CFm) exam

The task and knowledge statements were developed through an iterative process involving the combined efforts of ABC, its volunteers, and Prometric staff. The tasks and knowledge statements were verified as important through the review of experts and provide the foundation for development for the ABC Certified Mastectomy Fitter credential. In summary, the practice analysis utilized a multimethod approach to identify the tasks and knowledge important to the work performed by Mastectomy Fitter professionals.

APPENDIX A: PRACTICE ANALYSIS/TEST SPECIFICATIONS COMMITTEE

Name	Credentials/Expertise	State
Ball, Leigh Anne	CFm/Office Manager	КҮ
Caruso, Teresa	CFm, /Business Management	SC
Daugherty, Allyson	PT, CLT, CFm/Physical Therapy	NC
Erwin, Natalie	CFm/Health Care Administration	NC
Kelly, Teresa	CFm/Office Administration	VA
Kincaid, Kimberly	CFm/Mastectomy Coordinator	FL
Malespin, Lisa	CFo, CFm/Patient Care	ID
Simmons, Judith Amber	CPed, CFo, CFm/Business Finance	LA
Sisson, Lesleigh	CFo, CFm/Business Administration	NV
Zeise Neel, Kim	CFm, Bd of Pharmacy/Business Administration	SC

APPENDIX B: NEW TEST SPECIFICATIONS

2019 Mastectomy Fitter Domain Test Specifications

TASK STATEMENTS

1.	Patient Assessment 29%
1	Review patient's prescription/referral
	Obtain relevant patient medical history, including previous use of post-mastectomy items,
2	diagnosis, and activities of daily living (ADL)
3	Discuss patient's expectations and goals
	Perform a diagnosis-specific functional clinical examination that includes observation of chest
	wall and evaluation of range of motion, manual dexterity, skin integrity, and shape/physical
4	characteristics
5	Consult with other healthcare professionals and caregivers about patient's condition, as needed
	Refer patient, if appropriate, to other healthcare professionals (e.g., therapist, physician) for
6	intervention beyond mastectomy fitter's scope of practice

2.	Formulation of Treatment Plan 15%
1	Use the assessment results to formulate a treatment plan, including goals and expected
	outcomes to increase patient comfort, enhance function, accommodate deformity (e.g., shoulder
	drop, scoliosis), and improve balance, symmetry, and appearance
2	Consult with licensed healthcare prescriber to obtain supporting documentation and/or modify
	the original prescription, if necessary
3	Document the patient's need described in the treatment plan
4	Identify post-mastectomy items to support the treatment plan
5	Communicate to patient and/or caregiver about the recommended treatment plan and timeline
	for completion
6	Inform patient or responsible parties of their financial responsibilities as they pertain to the
	recommended treatment plan and/or any coverage limitations

3.	Implementation of Treatment Plan 32%
1	Measure patient and select appropriate post-mastectomy items to implement treatment plan
2	Assess fit and comfort of post-mastectomy items and make any necessary adjustments
3	Ensure that post-mastectomy items are provided as prescribed
	Educate patient and/or caregiver about the use and care of post-mastectomy items (e.g., wearing
4	schedules, cleaning), including benefits, possible risks, and warranty information
5	Advise the patient and/or caregiver about their rights and responsibilities
	Document treatment using established record-keeping techniques to verify implementation of
6	treatment plan
7	Develop and communicate follow-up plan

4.	4. Follow-Up 8%		
	Obtain feedback from patient and/or caregiver about the outcome of the treatment plan (e.g.,		
1	tolerance, comfort, ability to don and doff, proper usage, and function)		
	Re-evaluate the patient through a follow-up clinical examination that may include review of		
2	changes to patient status, shape, and physical characteristics		

	Identify need for changes relative to initial treatment goals and expectations by assessing fit of							
3	post-mastectomy items							
4	Modify or adjust post-mastectomy items based on assessment and/or patient/caregiver feedback							
	Educate patient and/or caregiver on proper use of post-mastectomy items relative to							
5	modifications/adjustments							
6	Document follow-up care, including any changes in treatment plan							

5.	5. Practice Management 16%							
1	Comply with federal and state regulations for the delivery of items within the Certified							
	Mastectomy Fitter Scope of Practice (e.g., CMS, Medicaid, OSHA, HIPAA)							
2	Comply with policies and procedures regarding universal precautions and infection control							
3	Comply with documentation requirements (e.g., document retention, verification that post-							
	mastectomy items were delivered and billed as prescribed)							

KNOWLEDGE AND SKILLS

Kno	Knowledge of:					
1	Musculoskeletal anatomy, including upper limb and spinal					
2	Anatomical landmarks					
3	Tissue characteristics/management					
4	Post-surgical edema					
5	Range of motion					
6	Medical terminology					
7	Breast treatment options					
8	Lymphatic system					
9	Prescription/referral documents					
10	Documentation and document retention requirements					
11	Policies and procedures regarding Protected Health Information (PHI)					
12	Roles and responsibilities associated with other healthcare professions					
13	Reimbursement coverage criteria (e.g., CMS/third party payers)					
14	Material safety procedures and standards (e.g., OSHA, SDS)					
15	Universal precautions and infection control					
16	Ethical standards regarding proper patient management					
17	Scope of practice related to mastectomy fitter credential					
18	When to refer the patient to other healthcare providers/caregivers					
19	Post-mastectomy items					
20	Post-mastectomy item fitting criteria					
21	Examination techniques					
22	Measurement tools and techniques					
23	Care and maintenance of post-mastectomy items					
24	Item warranties					
25	Inventory control and management					
26	Federal and state rules, regulations, and guidelines (e.g., CMS, ADA, state licensure)					
	Skill in:					
27	Performing clinical examinations and interviewing patients					
28	Interpretation of physical findings					
29	Developing or modifying a treatment plan					

	Adapting treatment plan relative to the patient's functional needs (e.g., patients with stroke,
30	cognitive impairment)
31	Measuring and fitting post-mastectomy items
32	Evaluating fit and function of post-mastectomy items
33	Documentation

Mas	stectomy Item List						
1	Breast prosthesis, mastectomy bra						
2	Breast prosthesis, mastectomy bra, with integrated breast prosthesis form, unilateral						
3	Breast prosthesis, mastectomy bra, with integrated breast prosthesis form, bilateral						
4	External breast prosthesis garment, with mastectomy form, post-surgical						
5	Breast prosthesis, non-silicone						
6	Breast prosthesis, silicone						
7	Nipple prosthesis						
8	Custom-fabricated breast prosthesis						
9	Breast prosthesis, silicone, with integral adhesive						
10	Adhesive skin support attachment for use with external breast prosthesis						
11	Compression garments						

Appendix C: Linking Study

	Tasks	Knowledge and Skills						
1. Patient Assessment		K/S 1	K/S 2	K/S 3	K/S 4	K/S 5	K/S 6	
1	Review patient's prescription/referral	k11	k7	k1	k9	k23		
2	Obtain relevant patient medical history, including previous use of post- mastectomy items, diagnosis, and activities of daily living (ADL)	k12	s33	s39				
3	Discuss patient's expectations and goals	s33	s35	s36				
4	Perform a diagnosis-specific functional clinical examination that includes observation of chest wall and evaluation of range of motion, manual dexterity, skin integrity, and shape/physical characteristics	k2	k3	k4	k5	s33	s34	
5	Consult with other healthcare professionals and caregivers about patient's condition, as needed	k11	k20	k19				
6	Refer patient, if appropriate, to other healthcare professionals (e.g., therapist, physician) for intervention beyond mastectomy fitter's scope of practice	k20	k14	k19				
2.	Formulation of Treatment Plan	K/S 1	K/S 2	K/S 3	K/S 4	K/S 5	K/S 6	
1	Use the assessment results to formulate a treatment plan, including goals and expected outcomes to increase patient comfort, enhance function, accommodate deformity (e.g., shoulder drop, scoliosis), and improve balance, symmetry, and appearance	s34	k8	s35	s36			
2	Consult with licensed healthcare prescriber to obtain supporting documentation and/or modify the original prescription, if necessary	k12	k14	k11	k32			
3	Document the patient's need described in the treatment plan	k12	k32	s39	s36			
4	Identify post-mastectomy items to support the treatment plan	s37	k21	k22				
5	Communicate to patient and/or caregiver about the recommended treatment plan and timeline for completion	s38	k32	s33				
6	Inform patient or responsible parties of their financial responsibilities as they	k15	k32					

	Tasks	Knowledge and Skills						
	pertain to the recommended treatment plan and/or any coverage limitations							
3.	Implementation of Treatment Plan	K/S 1	K/S 2	K/S 3	K/S 4	K/S 5	K/S 6	
1	Select and prepare appropriate post- mastectomy items to implement treatment plan	k21	s37	k28				
2	Assess fit and comfort of post- mastectomy items and make any necessary adjustments	k24	k22	s38	s36			
3	Ensure that post-mastectomy items are provided as prescribed	k32	s39	k12				
4	Educate patient and/or caregiver about the use and care of post-mastectomy items (e.g., wearing schedules, cleaning), including benefits, possible risks, and warranty information	k25	k26	k28				
5	Advise the patient and/or caregiver about their rights and responsibilities	k32	k18	k13				
6	Document treatment using established record-keeping techniques to verify implementation of treatment plan	s39	k12	k32				
7	Develop and communicate follow-up plan	s36	s37					
4.	Follow-Up	K/S 1	K/S 2	K/S 3	K/S 4	K/S 5	K/S 6	
1	Obtain feedback from patient and/or caregiver about the outcome of the treatment plan (e.g., tolerance, comfort, ability to don and doff, proper usage, and function)	s33	s34					
2	Re-evaluate the patient through a follow-up clinical examination that may include review of changes to patient status, shape, and physical characteristics	s33	s34	s36				
3	Identify need for changes relative to initial treatment goals and expectations by assessing fit of post-mastectomy items	s38	k22					
4	Modify or adjust post-mastectomy items based on assessment and/or patient/caregiver feedback	k22	s38					
5	Educate patient and/or caregiver on proper use of post-mastectomy items relative to modifications/adjustments	k21	k25	s36				
6	Document follow-up care, including any changes in treatment plan	k12	s39					

Tasks		Knowledge and Skills						
5. Practice Management		K/S 1	K/S 2	K/S 3	K/S 4	K/S 5	K/S 6	
1	Comply with federal and state regulations for the delivery of items within the Certified Mastectomy Fitter Scope of Practice (e.g., CMS, Medicaid, OSHA, HIPAA)	k32	s39	k16	k15			
2	Comply with policies and procedures regarding universal precautions and infection control	k32	k17					
3	Comply with documentation requirements (e.g., document retention, verification that post-mastectomy items were delivered and billed as prescribed)	k12	s39	k32				