



Council for Homeopathic Certification

Job Analysis Study Report

Certified Classical Homeopath

May, 2015

ASSESSMENT  SYSTEMS
One Carlson Parkway, Suite 230
Minnetonka, MN 55447

Table of Contents

Executive Summary	1
The Validity Argument	1
Study Design.....	3
What is a task/skill/knowledge statement?	3
Generate and Review List.....	4
Publish survey.....	6
Results.....	8
Demographics	8
Gender.....	9
Age.....	10
Race/ethnicity	11
Primary Language.....	12
Non-Homeopathic Education.....	13
Healthcare Licensure.....	14
CHC Certification	15
CHC Certification Renewal	16
Homeopathic Education.....	17
Statement ratings.....	29
Summary	31
References.....	32
Appendix A: Tasks listed by domain.....	33
Appendix B: Tasks listed by Frequency x Importance	58

Contact Information

Assessment Systems
One Carlson Parkway, Suite 230
Minnetonka, MN 55447
Voice: (651) 647-9220
E-Mail: solutions@assess.com

Fax: (651) 647-0412
Web: www.assess.com

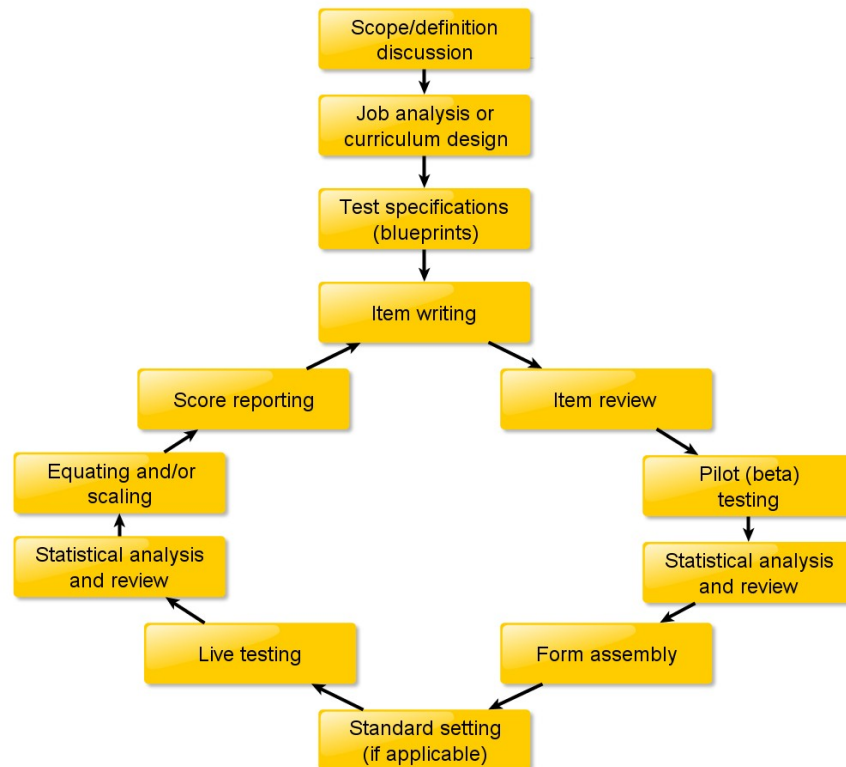
Executive Summary

This report describes a job analysis study completed by the Council for Homeopathic Certification (CHC) for the Certified Classical Homeopath (PCH) credential. The study was conducted to obtain detailed empirical data regarding the homeopathic profession, which will be used to validate and update the existing certification exam. A job analysis is the first step in the process of credentialing test development, and absolutely essential to establishing validity because it provides a link between the exam process and the profession.

First, a list of task/knowledge statements was generated by a panel of experienced subject-matter experts. This list was used to create a survey regarding the importance of each task and the frequency of each; 200 incumbents (people actively working in the field, performing a relevant level of Certified work) adequately completed the survey, providing empirical information regarding which tasks and knowledge are most important and most frequent. This report provides detail on the methodology and results of this survey. A later report will describe the conversion of these results into detailed test specifications.

The Validity Argument

Validity refers to whether there is evidence to support given interpretations of test scores. The modern conceptualization of validity is from an argumentative perspective (Kane, 1992; 2004). That is, the testing organization must present a chain of evidence in support of an argument for the intended use of a test.



Professional credentialing tests rely on **content validation**; that is, the primary link in the chain is to establish that the content of the test is appropriate. The intended interpretation is that someone who passes the test has a certain level of knowledge regarding the content and the skills required to do a job competently. We must therefore provide a chain of evidence from the test scores back to the job itself. A graphical characterization of the certification exam development process is shown in the figure.

The first step in the chain is the job; we must perform a scientific analysis of what the job entails in order to adequately design a test to assess skills for the job. This is known as **job analysis** or **practice analysis**. Standard 10A of the National Commission for Certifying Agencies (NCCA), which accredits certification testing organizations, states:

A job/practice analysis must be conducted leading to clearly delineated performance domains and tasks, associated knowledge and/or skills, and sets of content/item specifications to be used as the basis for developing each type of assessment instrument (e.g., multiple-choice, essay, oral examination).

Job analysis is also described by the *Standards for Educational and Psychological Testing* (AERA, APA, NCME, 1999). Chapter 14 covers testing for employment and credentialing, and Standards 14.8 through 14.14 discuss the need for content validation and the role of job analysis. For example, Standard 14.14 states:

The content domain to be covered by a credentialing test should be defined clearly and justified in terms of importance of the content for the credential-worthy performance in an occupation or profession. A rationale should be provided to support a claim that the knowledge or skills being assessed are required for credential-worthy performance in an occupation and are consistent with the purpose for which the licensing or certification program was instituted.

The content validation approach is appropriate for credentialing because the intended interpretation of test scores is merely that a person is qualified to perform the job. This is contrasted to **predictive validation**, where the goal of the test is to predict a continuum of job performance. For example, selection tests are often validated by correlating test score with ratings of job performance, in hopes that scores on the test will predict better job performance and therefore can be used to select better applicants. Credentialing tests demonstrate that someone has the basic knowledge and skills to perform adequately, so validation focuses not on top performance, but rather on determining the basic competence in knowledge and skills.

To provide a psychometrically sound foundation for the existing CHC examination and to support additional exam changes, ASC conducted a job analysis study for CHC. This report details the design and results of this study, and the implications for test design. Future efforts will document further development along the test process outlined above.

Study Design

A standard textbook on job analysis (Brannick, Levine, & Moregeson, 2007) describes a number of designs for a job analysis study (JAS); a model commonly used for credentialing exams is a **task inventory** (Raymond & Neustel, 2006). The goal of this approach is to produce a comprehensive list of professional tasks performed on the job and then have a wide range of incumbents rate each task on aspects such as **importance** and **frequency** of the task in a normal work week. This provides empirical evidence as to which tasks are more important or more frequent in the job; those tasks should obviously have more weight on the final test than rare or unimportant tasks.

A committee of subject-matter experts (SMEs) is necessary to oversee this process. The Council for Homeopathic Certification recruited experienced professionals to comprise the Job Task Development Committee for the CCH credential.

Name	Location	Years of Experience
Maria Bohle	Egg Harbor Township, NJ	25+
Cynthia Chrisman	Brookline, MA	20
Samantha Conboy	San Diego, CA	7
Debra Ganster	Berwick, ME	2
Ann McKay	Providence, RI	25+
Dorothy Simonl	Sacramento, CA	8

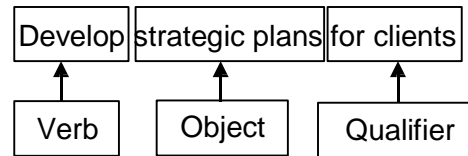
The following presents the steps in the study methodology.

1. Develop test definition and broad outline to provide the initial link in the validity chain
2. Generate exhaustive list of elements of the profession (task, skill, and knowledge statements)
3. Review task list
4. Develop rating scales for task and demographic questions to assess sampling
5. Publish and deliver survey with sampling plan

What is a task/skill/knowledge statement?

Many job analysis studies are only done using task statements, because they are easily observable and memorable. For example, it is typically easier for an incumbent to recall how many times they do a task in a typical week (or alternatively, hours spent doing a task), than how many times they use a particular skill or piece of knowledge. However, the nature of the Homeopath profession (see below) is based heavily on tasks, knowledge, and skills in matching that knowledge to client cases. Therefore, the panel of SMEs elected to include skills and knowledge statements in the job analysis survey. This is especially true because certain domains ended up having only one task assigned, but many knowledge or skill statements.

A task statement is a phrase that describes a discrete activity on the job that has a beginning and an end and typically produces some sort of finished product (report, brief, plan, social media posting, etc.) or works toward a goal (Gael, 1983). The phrase typically has three parts: an action verb, a direct-object noun, and an (optional) qualifier or descriptor (Brannick, Levine, & Moregeson, 2007, p. 50). This is depicted in the example below.



Knowledge and skill statements are constructed similarly but have more of an internal focus. For example, they often use verbs such as “utilize,” “understand,” or “describe.”

Generate and Review List

The next step was to define a comprehensive list of professional task/skill/knowledge statements (often simply called “tasks”). The target range is typically 80 to 200 statements, and is recommended to help guide the level of detail in the tasks: we do not want too few tasks (they will be too broad), or too many tasks (they will be too detailed).

The Council for Homeopathic Certification (CHC) has been working to support and strengthen the profession of homeopathy since 1992. The mission of the CHC is to advance the homeopathic profession by certifying individuals who meet and maintain a recognized standard of professional and ethical competence in classical homeopathy and to assist the general public in choosing appropriately qualified homeopaths.

In support of this mission the CHC:

- x Facilitates the advancement of Classical Homeopathy
- x Establishes and fosters high standards of professional ethics and professional credentialing to ensure the competency of homeopathic practitioners.
- x Develops criteria for examination of qualified individuals
- x Administers examinations that assess the high level of understanding, knowledge, and skills underlying the principles and practice of homeopathy.
- x Grants certification with the designation Certified Classical Homeopath (CCH)
- x Provides a mechanism to recognize practitioners who demonstrate adherence to standards of professional behavior and continuation of status as evidenced by a high level of understanding of the principles and practice of Homeopathy.

A description of the work in a field or in a profession is typically developed through a logical analysis of the literature or through panels of experts. Delineating the important tasks and/or knowledge required for competent practice is a lengthy and complex process. In this study, both the literature in the field and the views of an expert panel were used to delineate the content for a survey of incumbents in the field.

Homeopathic Profession

Homeopathy is a system of medicine that treats the individual holistically and with very diluted natural substances, which triggers the body's natural system of healing. Homeopaths decide on the most appropriate treatment for the patient on the basis of the totality of symptoms that the patient experiences.

Most practitioners are solely homeopaths but some are also trained in conventional medicine or other complementary and alternative disciplines.

Within the homeopathic profession, the term classical homeopathy is used often. The terms homeopathy and homeopathic are used in a wide variety of clinical styles today. In 1986, a survey was conducted by the International Foundation for Homeopathy to create consensus on the most important core concepts defining classical homeopathy. The majority of respondents agreed that the following points are essential:

- Homeopathy is based on the Law of Similars, i.e., the patient's symptoms which indicate the remedy are the same ones that the remedy was shown to create during its proving.
- The totality of symptoms displayed by the patient forms a distinct pattern that indicates a single homeopathic remedy, the simillimum.
- Remedy selection is made through analysis of the case to match the symptom pattern to known proving results. Remedies are not selected by methods with no basis in homeopathic theory such as the use of applied kinesiology, pendulums, radionics, Voll or Interro machines.
- A single remedy is given at any one time. Remedies are not given in combination.
- The minimum dose of the remedy necessary to bring about a return to health is given.

The CHC certification process verifies that the homeopath understands these concepts and practices within these guidelines.

In line with the mission and goals cited above, the Job Analysis study described in this report was undertaken to provide the foundation for updating the test specifications for the CHC examination. The job analysis methodology used to study the homeopathic practitioner role consisted of several steps:

Initially a review of the literature was undertaken to determine the current standards and competencies for homeopathic practitioners, to delineate the major competencies and responsibilities of homeopathic practice, and to determine the areas to be assessed through the examination process. This was accomplished through a review of several documents, namely, The CHC Certification Prep Guide (2010), the "Standards for Homeopathic Education and Competencies for Homeopathic Practice" (2012) and a review of the "European Council Competencies in Homeopathy" (2008).

Additionally, CHC recruited experienced professionals to comprise the CHC Job Analysis Subject Matter Expert Committee (SME), with the support of the Board of Directors, for the Certified Classical Homeopath credential. Next, a psychometrician from Assessment Systems Corporation (ASC) provided a series of 5 training webinars, two hours each, to the SME Committee and the Board of Directors. Each webinar covered the following topics: the NCCA Accreditation Process, Job Analysis and Test Blueprints, Item/Test Development, Standard Setting/Cut Score, and Psychometric Analysis.

The SME panel met over a period of 10 months, for 2 hours every one to two weeks, to generate an exhaustive list of tasks and skills required of the profession. Debra Sachs facilitated these SME meetings through teleconference technology. Domains were created initially and tasks listed under each domain for the major responsibilities of homeopaths. This expert panel also delineated the knowledge needed to perform the tasks and responsibilities that they had outlined and helped to craft demographic items for inclusion on a survey of incumbents in the field.

Then, Assessment Systems, CHC's contracted test development consulting firm, provided professional review of this initial task list. CHC further refined the list based on suggestions from Assessment Systems. The list was reviewed again for specificity and duplication, and developed to 182 task statements.

Publish survey

After the final review, the list of statements was deemed ready to be released as a task inventory survey. The domains and the number of tasks are listed below.

<i>Domain (Content Area)</i>	<i>Tasks</i>
TASKS	
<i>Historical and Theoretical Aspects of Classical Homeopathy.....</i>	1
<i>Materia Medica.....</i>	1
<i>Repertory.....</i>	1
<i>Health Sciences.....</i>	1
<i>Ethics.....</i>	15
Core Elements of Classical Homeopathic Practice.....	
<i>Homeopathic Case Taking.....</i>	10
<i>Initial Homeopathic Case Analysis.....</i>	2
<i>Posology.....</i>	4
<i>Follow-up and Case Management.....</i>	3
<i>Continuing Professional Development.....</i>	4
<i>Continuing Professional Development.....</i>	11
SKILLS	
<i>Homeopathic Case Taking.....</i>	16
<i>Initial Homeopathic Case Analysis.....</i>	23
<i>Follow-up and Case Management.....</i>	14
KNOWLEDGE	
<i>Historical and Theoretical Aspects of Classical Homeopathy.....</i>	28
<i>Materia Medica.....</i>	17
<i>Repertory.....</i>	8
<i>Posology.....</i>	7
<i>Health Sciences.....</i>	11
<i>Ethics.....</i>	1
<i>Continuing Professional Development.....</i>	4

A task inventory was designed to assess each statement on importance and frequency. The following rating scales were used, with textual anchors to make certain that participants were responding in the same frame of mind. For statistical analysis, these were assigned integer points (1, 2, 3, 4, and 0).

Importance: Please rate the degree to which each skill or knowledge item is important for competent performance as a health professional.

	1	2	3	4	0
Response code	Not at All	Somewhat	Very	Critical	Don't know

Frequency: How often do you use this task/skill/knowledge when performing your job?

	1	2	3	4	0
Response code	Never	Rarely	Usually	Always	Don't know

A number of demographic questions were added to ensure the survey respondent sample properly reflected the demographic distribution of the entire target population of practicing homeopaths. Possible answers for these are shown in the results section of this report.

1. Gender, age, race/ethnicity
2. Language
3. Education level
4. Licensure
5. Certified
6. Renewed

Additionally, a number of questions pertaining to homeopathic education were added to provide more in-depth information.

1. How did you obtain the majority of your homeopathic education?
2. How did you obtain the majority of your clinical training and supervision?
Where did you receive the majority of your homeopathic education? Additionally, a number of questions pertaining to professional practice were added to provide more in-depth information.
- 3.
4. How many years have you practiced as a professional homeopath?
5. What is your current type of practice?
6. How many hours per week do you work as a homeopath?
7. Indicate the methods you use in your practice for taking cases and conducting follow-ups. Indicate the percentage of practice that method is used in the comments box.
8. In what country do you primarily practice homeopathy.
9. In which of the following professional activities have you participated during the past 2 years?

Questions about general responses to the survey

10. How well did this survey cover the important tasks performed by an entry-level (one who is in practice at least one year) practitioner in relation to his or her work?
11. Comments/Questions

The survey was published with an online survey delivery service. The URL to the survey was then distributed to 735 individuals and 52 schools for distribution to graduates. The survey was active for approximately one month to allow adequate time for any interested professionals to complete it. CHC sent reminder emails during the active timeframe.

Results

The survey was sent out to 735 individuals and 52 schools for distribution to graduates, and at least one survey question was complete by 457 professionals. Of these, , 200 completed the survey. The final survey results are based on a group of 200 respondents, 80.5% of which were CCH certified.

Demographics

The following sections present summaries of the demographics describing the sample; while the sample was not evenly dispersed amongst aspects of the demographic variables, this is representative of the population.

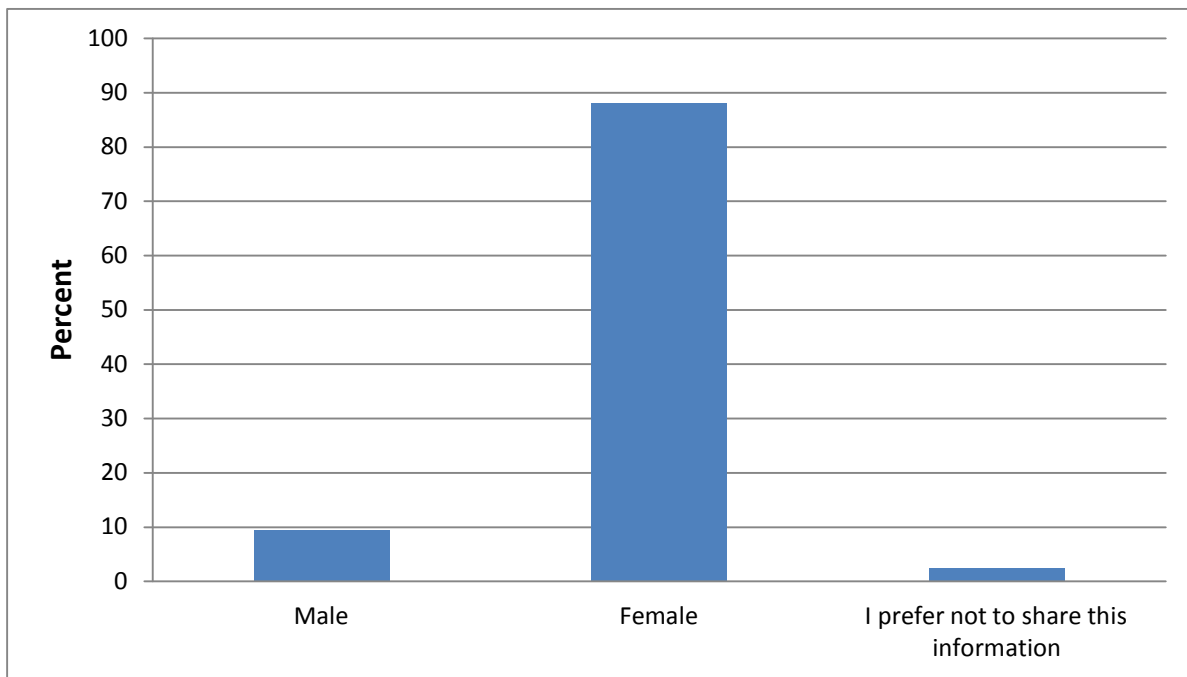
Gender

The vast majority of survey respondents (88%) were female, which is typical of the homeopathic profession and therefore supports the representativeness of the sample. Table 1 and Figure 1 present the distribution of gender reported by respondents.

Table 1: Distribution by Gender

Please indicate gender.	N	Percent
Male	19	9.50%
Female	176	88.00%
I prefer not to share this information	5	2.50%
Total	200	100.0%

Figure 1: Distribution of Gender



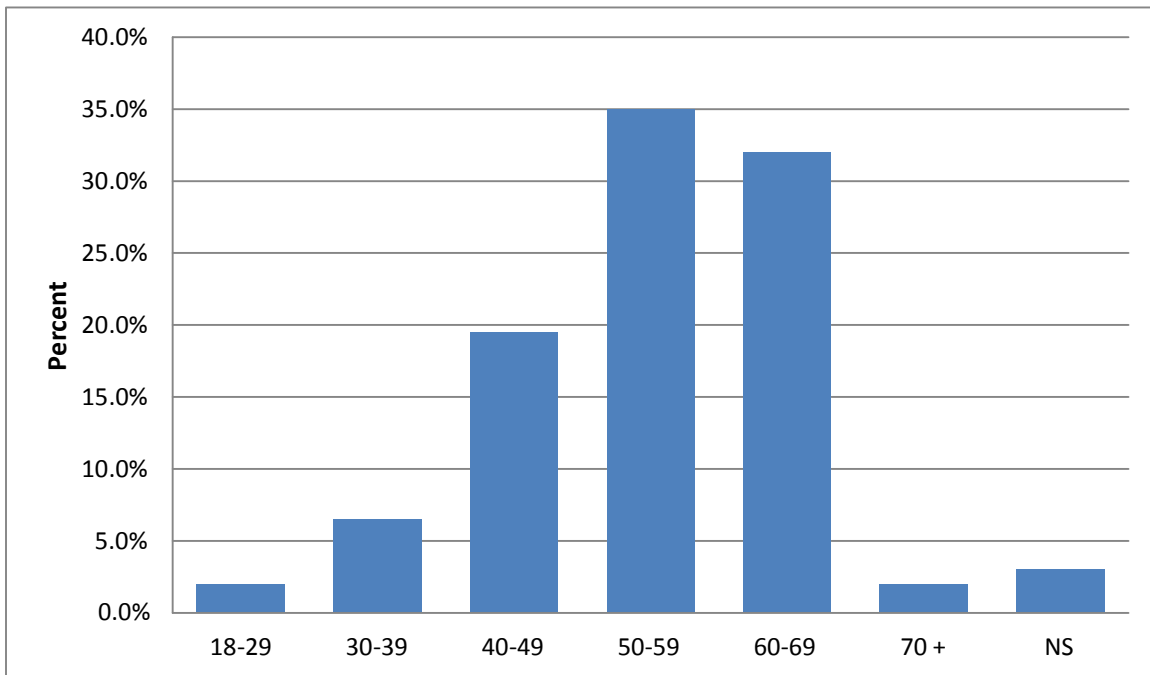
Age

Over 80% of respondents were between the ages of 40 and 69, which suggests that the sample was comprised largely of established professionals in their career. Table 2 and Figure 2 present the distribution of age reported by respondents.

Table 2: Distribution of Age

Please indicate your age.	N	Percent
18-29	4	2.0%
30-39	13	6.5%
40-49	39	19.5%
50-59	70	35.0%
60-69	64	32.0%
70 or older	4	2.0%
I prefer not to share this	6	3.0%
Total	200	100.0%

Figure 2: Distribution of Age



*NS = Prefer not to share

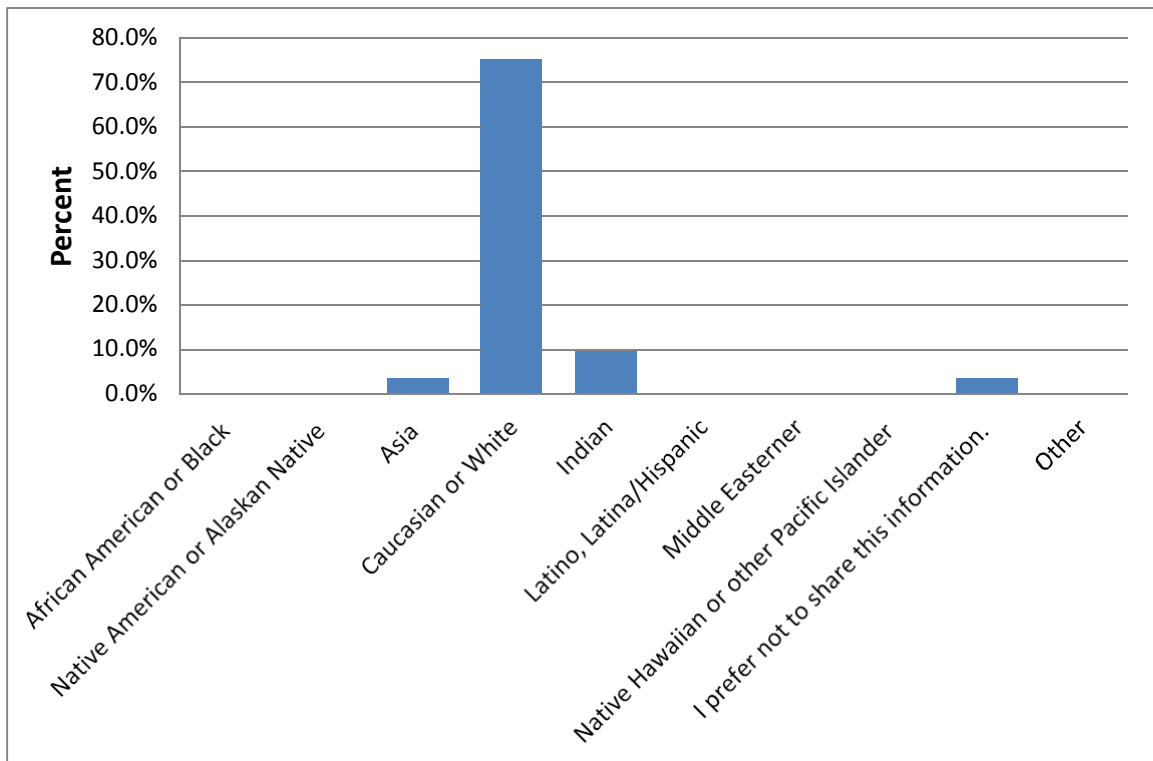
Race/ethnicity

Caucasian respondents made up the majority of survey respondents (75%). Table 3 and Figure 3 present the distribution of race/ethnicity reported by respondents.

Table 3: Distribution of Race/Ethnicity

Please indicate the ethnic origin to which you most closely identify	N	Percent
African American or Black (origins from Africa)	2	1.0%
Native American or Alaskan Native (originals from North America)	3	1.5%
Asia (origins from Asia or Southeast Asia)	7	3.5%
Caucasian or White (origins from Europe)	150	75.0%
Indian (origins from Indian subcontinent)	21	10.5%
Latino, Latina/Hispanic (origins from Central, South American or Spanish culture)	5	2.5%
Middle Easterner (origins from Middle East or North America)	2	1.0%
Native Hawaiian or other Pacific Islander	0	0.0%
I prefer not to share this information.	7	3.5%
Other	3	1.5%
Total	200	100.0%

Figure 3: Distribution of Race/Ethnicity



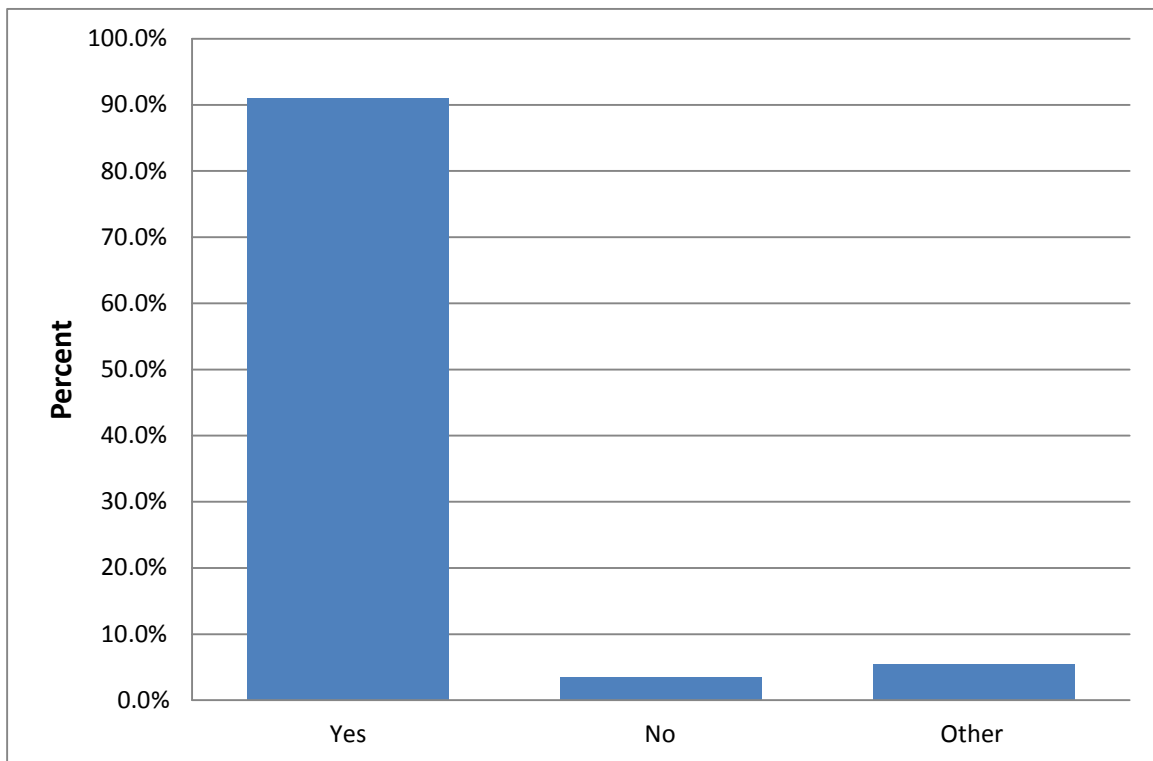
Primary Language

The majority of respondents (91%) indicated English as their primary language. Table 4 and Figure 4 present the distribution of English as the primary language for respondents.

Table 4: Distribution of English as Primary Language

Is English your primary language?	N	Percent
Yes	182	91.0%
No	7	3.5%
Other	11	5.5%
Total	200	100.0%

Figure 4: Distribution of English as Primary Language



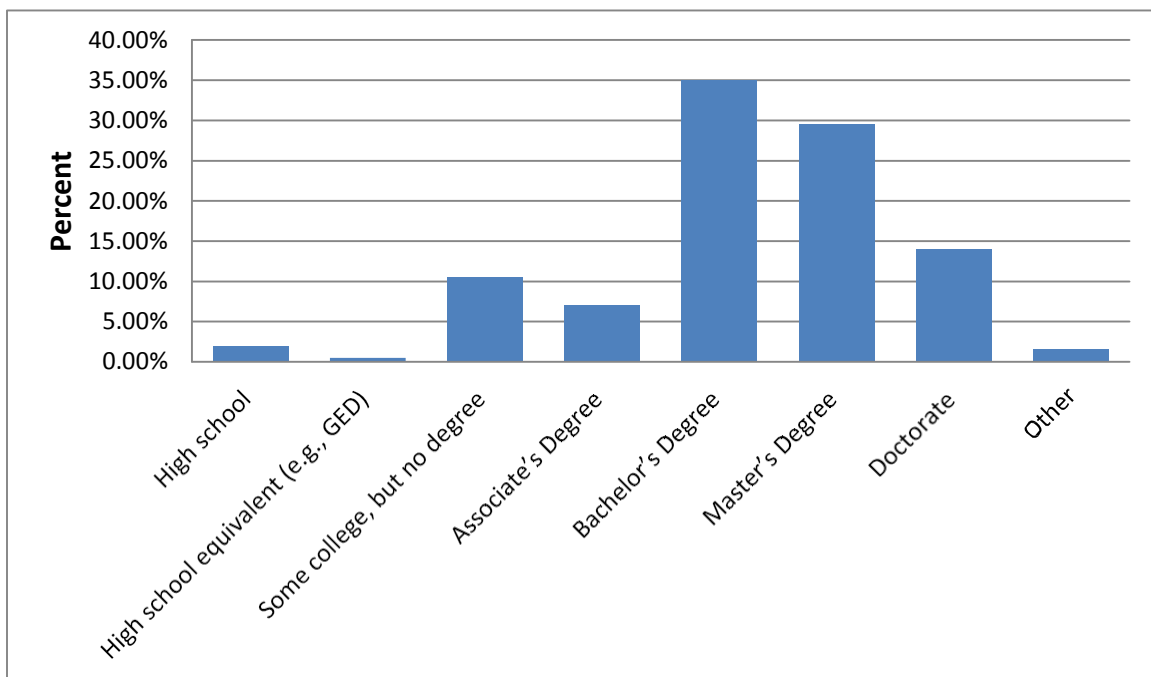
Non-Homeopathic Education

Just under two-thirds of respondents have obtained either a Bachelor's Degree (35%) or a Master's Degree (29.5%). Table 5 and Figure 5 present the distribution of respondents' non-homeopathic educational level.

Table 5: Highest Level of Non-Homeopathic Education Completed

What is your highest level of non-homeopathic education?	N	Percent
High school	4	2.0%
High school equivalent (e.g., GED)	1	0.5%
Some college, but no degree	21	10.5%
Associate's Degree	14	7.0%
Bachelor's Degree	70	35.0%
Master's Degree	59	29.5%
Doctorate	28	14.0%
Other	3	1.5%
Total	200	100.0%

Figure 5: Highest Level of Non-Homeopathic Education Completed



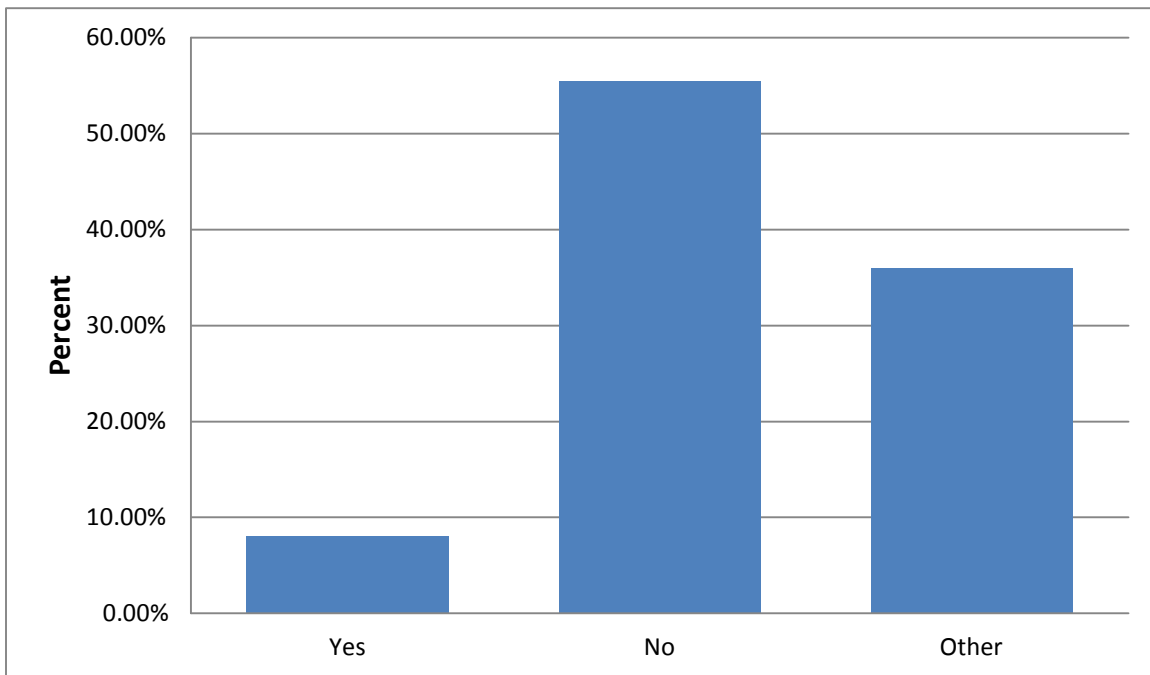
Healthcare Licensure

A small portion of respondents (8%) hold a professional healthcare license. Roughly one-third indicated they are otherwise certified by a regulatory body. Examples of these credentials include BHMS, LISW, ND, CBT, etc. Table 6 and Figure 6 present the distribution of respondents' licensure status.

Table 6: Licensure

Do you hold a professional healthcare license (or are otherwise certified by a regulatory body)?	N	Percent
Yes	16	8.0%
No	111	55.5%
Other	72	36.0%
Total	200	100.0%

Figure 6: Licensure



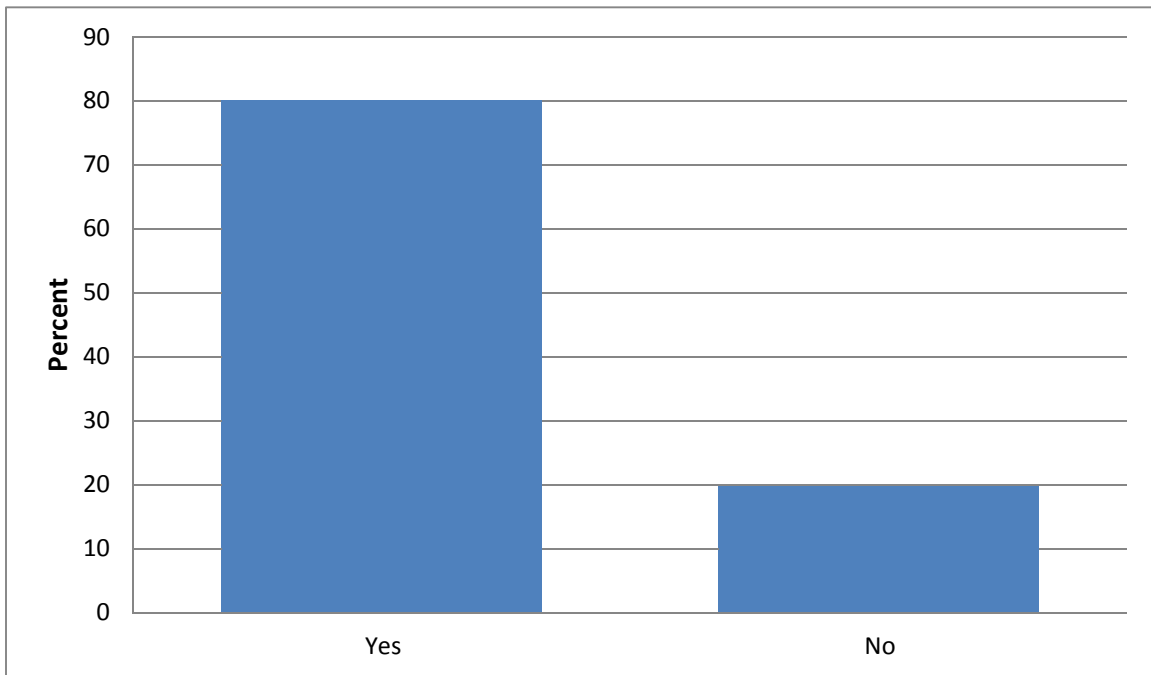
CHC Certification

The majority of respondents (80.5%) have been certified by the Council for Homeopathic Certification. Table 7 and Figure 7 present the distribution of homeopathic certification reported by respondents.

Table 7: CHC Certification

Have you been certified by the Council for Homeopathic Certification (CHC)?	N	Percent
Yes	161	80.5%
No	39	19.5%
Total	200	100.0%

Figure 7: CHC Certification



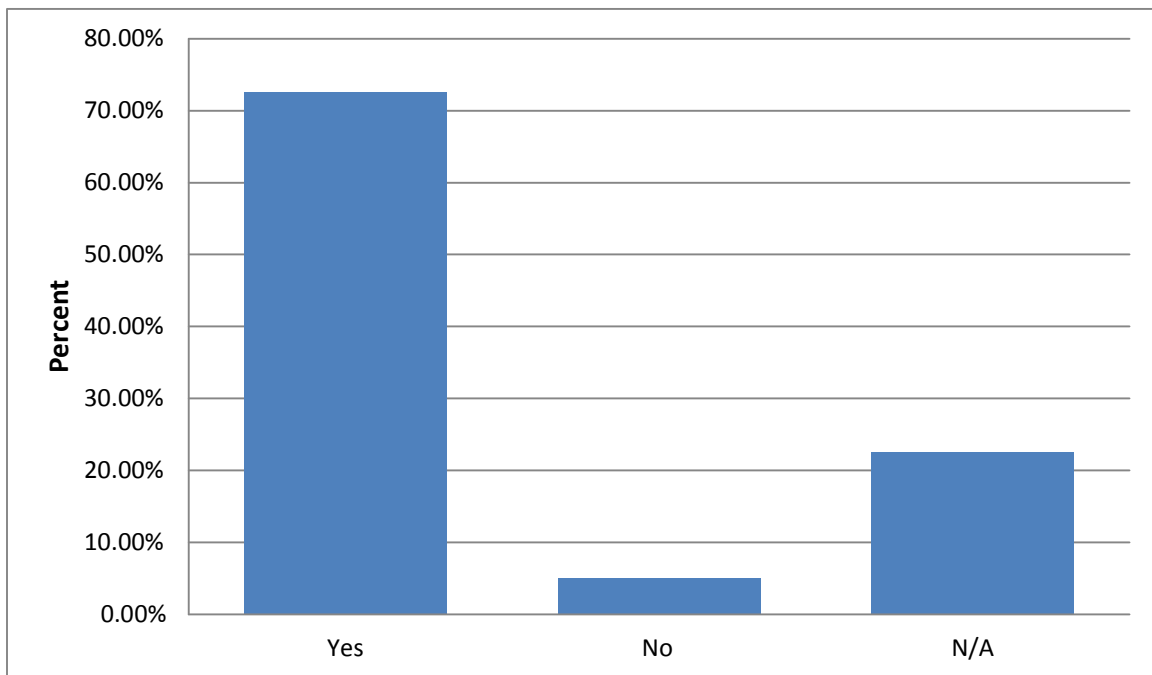
CHC Certification Renewal

The majority of respondents (72.5%) have renewed their certification annually. Table 8 and Figure 8 present distributions of respondents' history of renewing their homeopathic certification.

Table 8: CHC Certification Renewal

Have you renewed your certification annually?	<i>N</i>	Percent
Yes	145	72.5%
No	10	5.0%
N/A	45	22.5%
Total	200	100.0%

Figure 8: CHC Certification Renewal



Homeopathic Education

The following sections present summaries of sample's homeopathic education and professional practice. It is evident that the respondents of this survey are highly trained and experienced professionals.

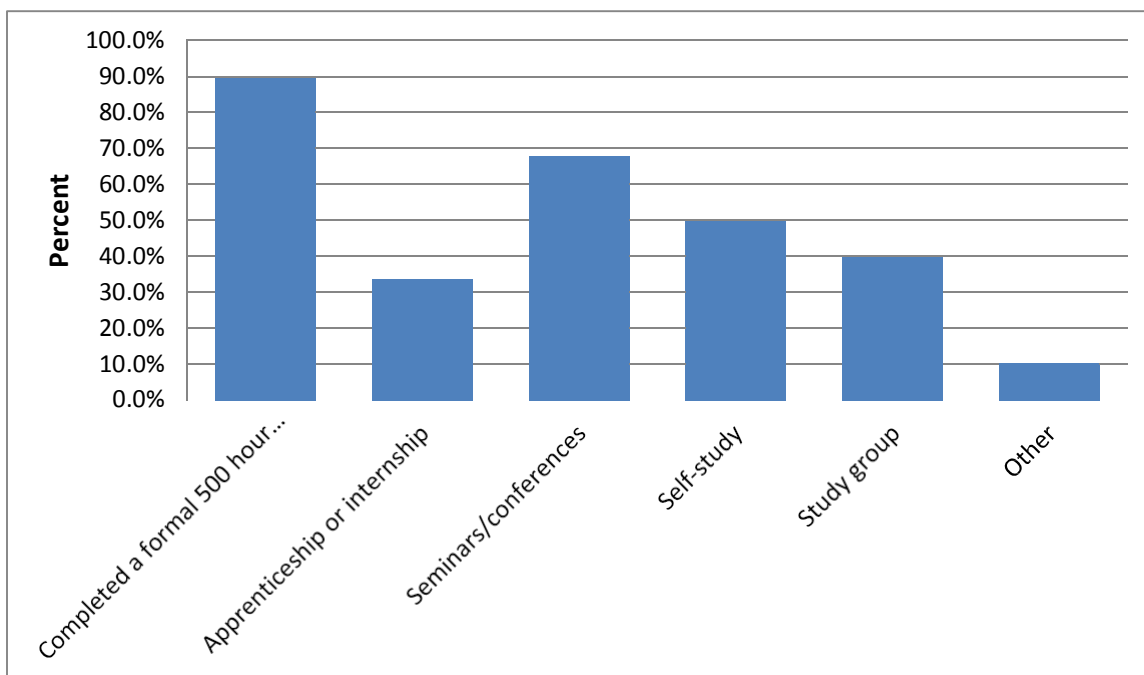
Foundational Homeopathic Education

How did you obtain the majority of your foundational homeopathic education? (Do not include clinical training and supervision)

Table 9: Foundational Homeopathic Education

How did you obtain the majority of your foundational homeopathic education? (Do not include clinical training and supervision)	N	Percent
Completed a formal 500 hour program of homeopathic study	176	88.0%
Apprenticeship or internship	67	33.5%
Seminars/conferences	135	67.5%
Self-study	100	50.0%
Study group	81	40.5%
Other	23	11.5%
Total	200	-

Figure 9: Foundational Homeopathic Education



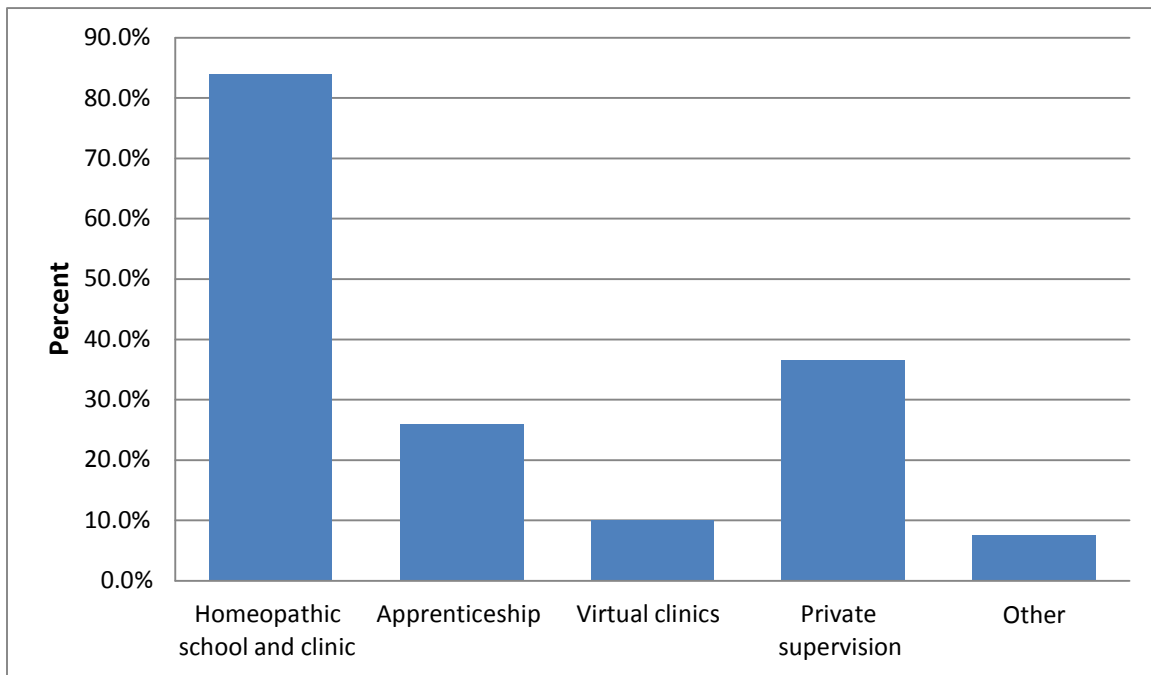
Clinical Training and Supervision

How did you obtain the majority of your clinical training and supervision?

Table 10: Homeopathic Education Question 2

How did you obtain the majority of your clinical training and supervision?	<i>N</i>	Percent
Homeopathic school and clinic	168	84.0%
Apprenticeship	52	26.0%
Virtual clinics	20	10.0%
Private supervision	73	36.5%
Other	15	7.5%
Total	200	-

Figure 10: Homeopathic Education Question 2



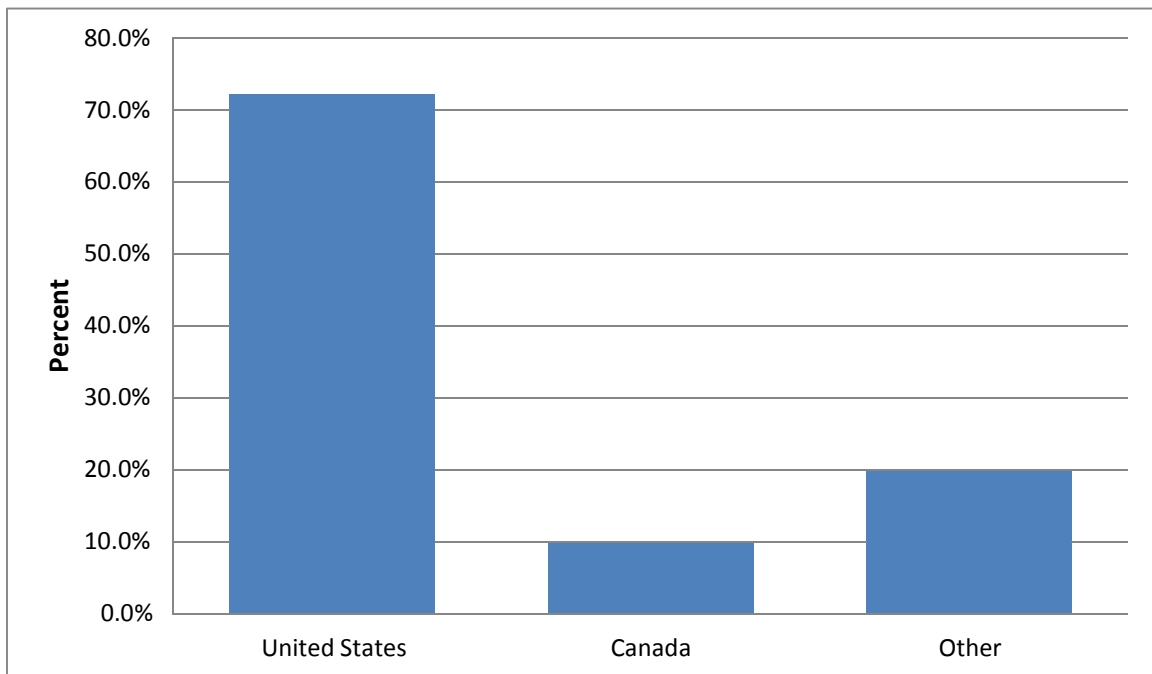
Location of Homeopathic Education

Where did you receive the majority of your homeopathic education?

Table 11: Homeopathic Education Question 3

Where did you receive the majority of your homeopathic education?	<i>N</i>	Percent
United States	144	72.0%
Canada	18	9.0%
Other	38	19.0%
Total	200	100.0%

Figure 11: Homeopathic Education Question 3



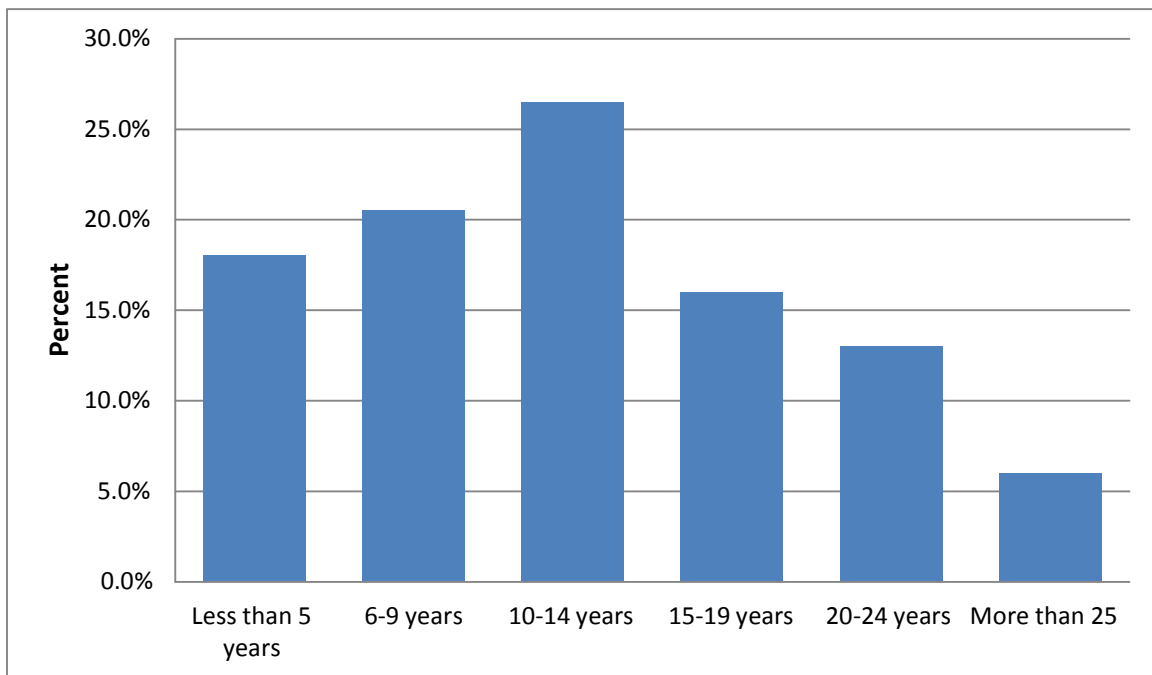
Years of Professional Practice

How many years have you practiced as a professional homeopath?

Table 12: Homeopathic Education Question 4

How many years have you practiced as a professional homeopath?	<i>N</i>	Percent
Less than 5 years	36	18.0%
6-9	41	20.5%
10-14	53	26.5%
15-19	32	16.0%
20-24	26	13.0%
More than 25	12	6.0%
Total	200	100.0%

Figure 12: Homeopathic Education Question 4



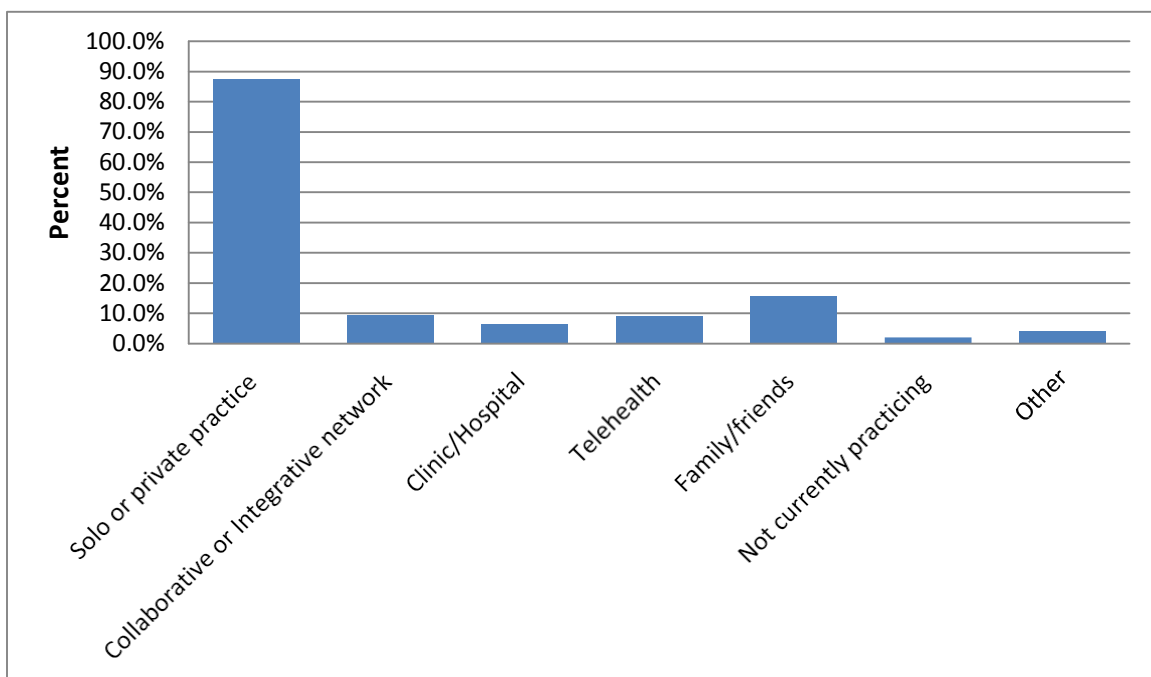
Homeopathic Education Question 5

What is your current type of practice?

Table 13: Homeopathic Education Question 5

What is your current type of practice?	N	Percent
Solo or private practice	175	87.5%
Collaborative or Integrative network	19	9.5%
Clinic/Hospital	13	6.5%
Telehealth	18	9.0%
Family/friends	31	15.5%
Not currently practicing	4	2.0%
Other	8	4.0%
Total	200	-

Figure 13: Homeopathic Education Question 5



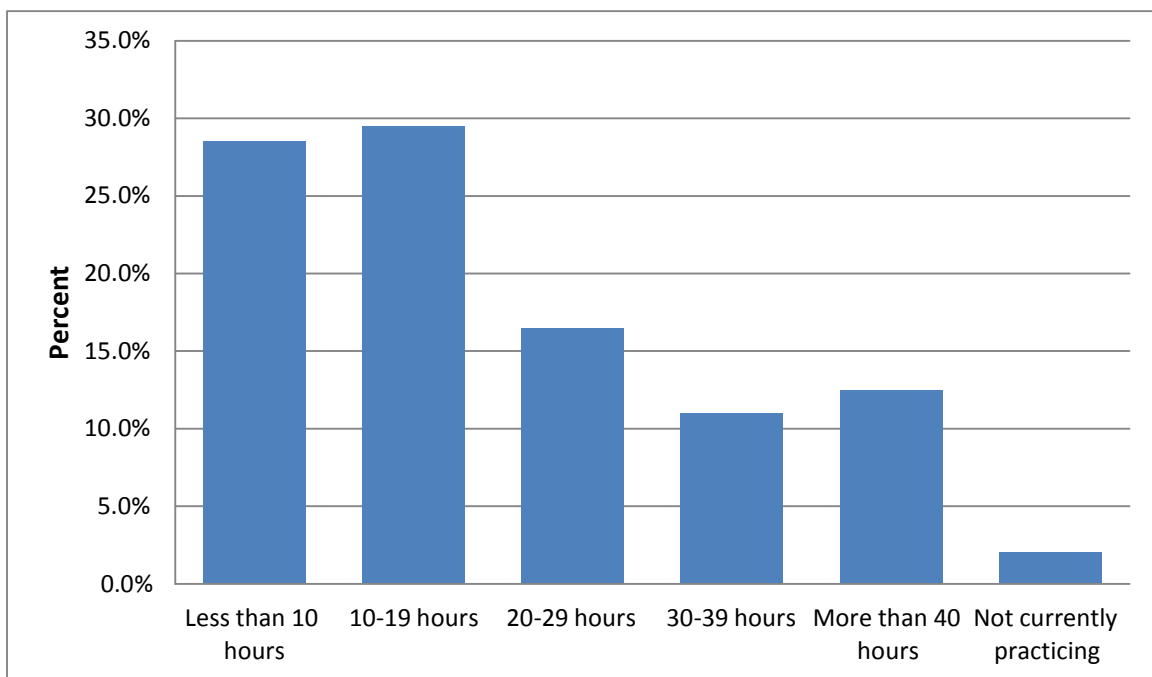
Homeopathic Education Question 6

How many hours per week do you work as a homeopath?

Table 14: Homeopathic Education Question 6

How many hours per week do you work as a homeopath?	<i>N</i>	Percent
Less than 10	57	28.5%
10-19	59	29.5%
20-29	33	16.5%
30-39	22	11.0%
More than 40	25	12.5%
Not currently practicing	4	2.0%
Total	200	100.0%

Figure 14: Homeopathic Education Question 6



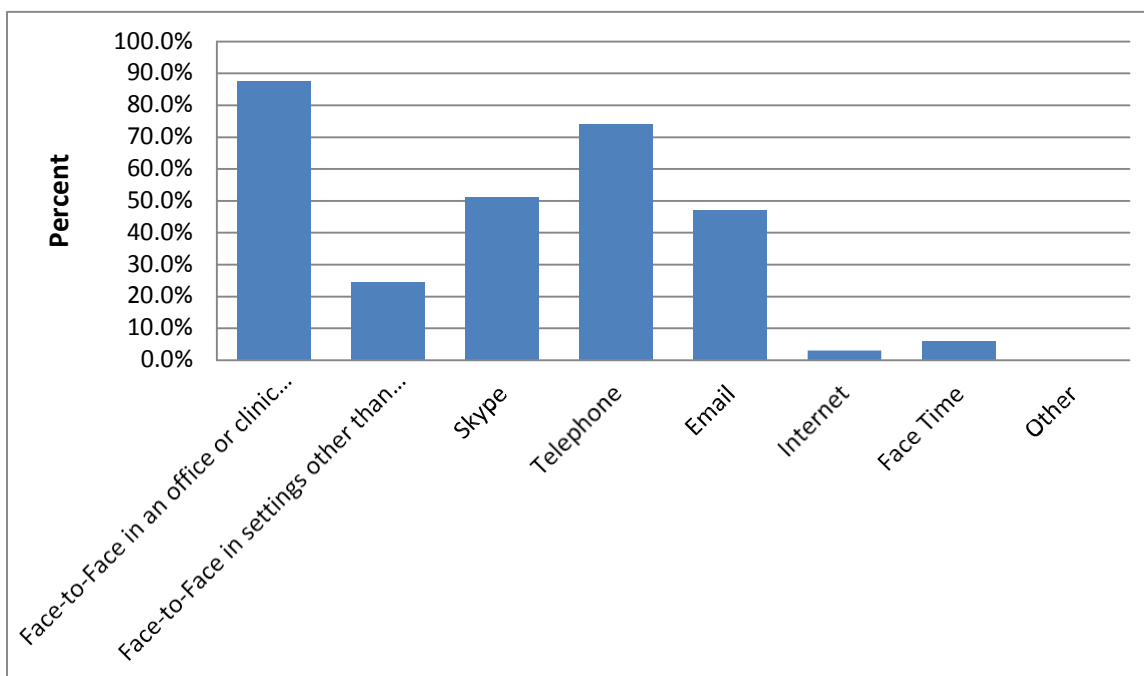
Homeopathic Education Question 7

Indicate the methods you use in your practice for taking cases and conducting follow-ups. Indicate the percentage of practice that method is used in the comments box.

Table 15: Homeopathic Education Question 7

Indicate the methods you use in your practice for taking cases and conducting follow-ups. Indicate the percentage of practice that method is used in the comments box.	N	Percent
Face-to-Face in an office or clinic setting	175	87.5%
Face-to-Face in settings other than an office or clinic	49	24.5%
Skype	102	51.0%
Telephone	148	74.0%
Email	94	47.0%
Internet	6	3.0%
Face Time	12	6.0%
Other	4	2.0%
Total	200	-

Figure 15: Homeopathic Education Question 7



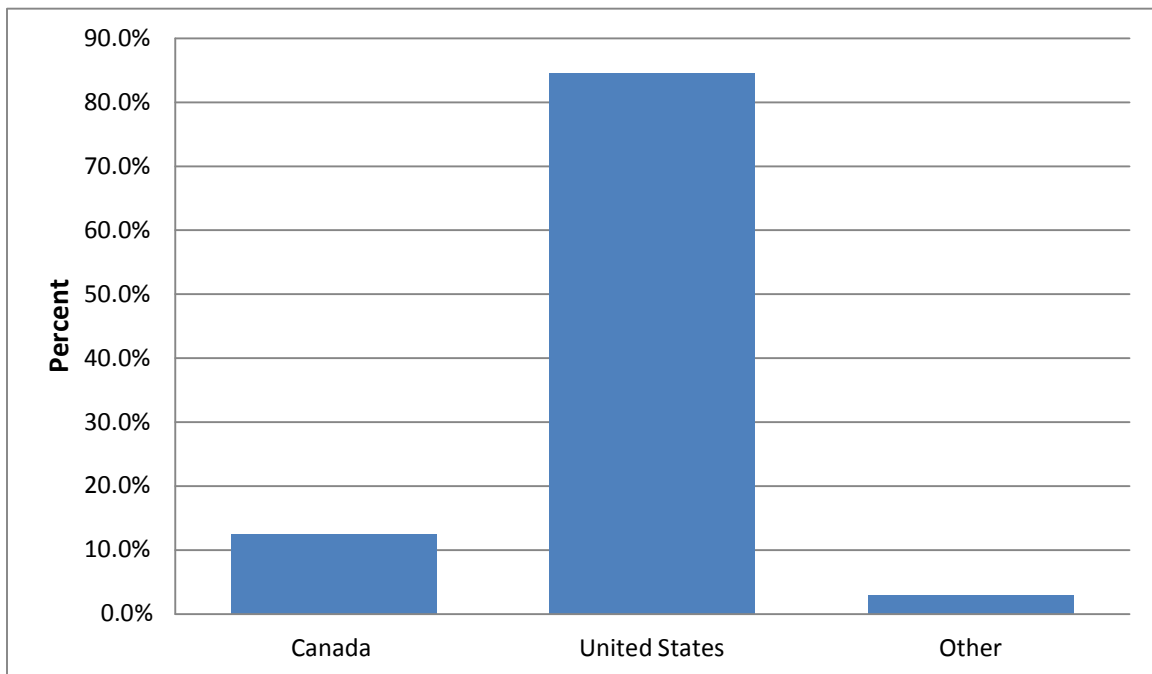
Homeopathic Education Question 8

In what country do you primarily practice homeopathy?

Table 16: Homeopathic Education Question 8

In what country do you primarily practice homeopathy?	<i>N</i>	Percent
Canada	25	12.5%
United States	169	84.5%
Other	6	3.0%
Total	200	100.0%

Figure 16: Homeopathic Education Question 8



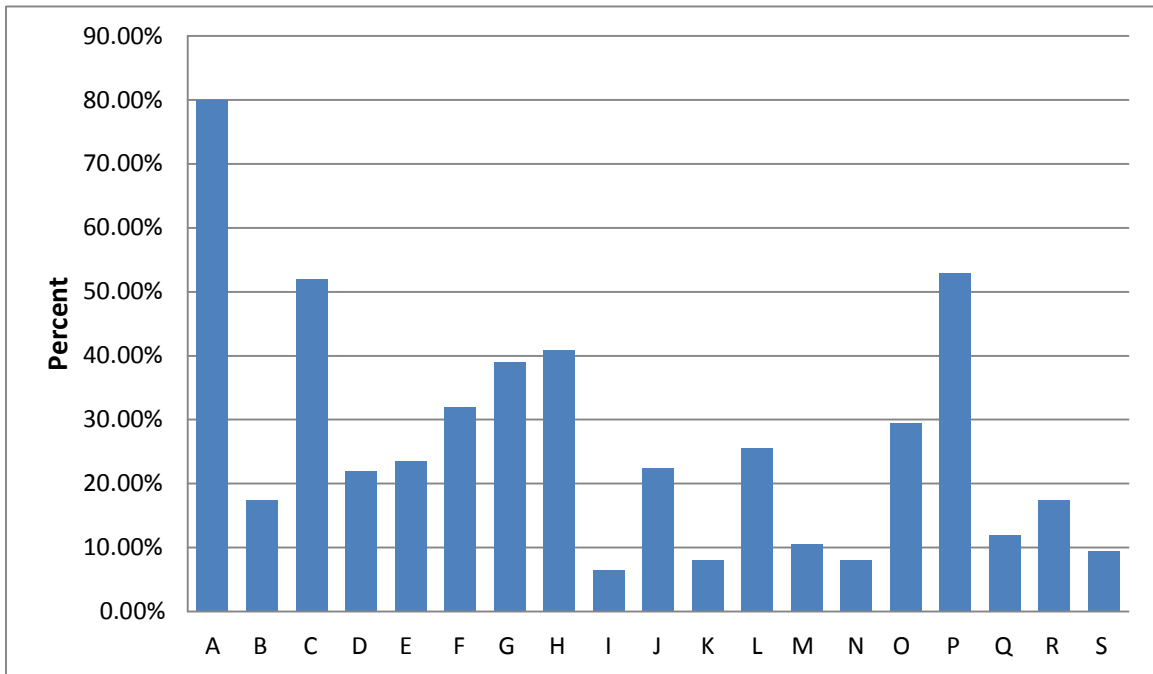
Homeopathic Education Question 9

In which of the following professional activities have you participated during the past 2 years?

Table 17: Homeopathic Education Question 9

In which of the following professional activities have you participated during the past 2 years?	N	Percent
A: Attending homeopathic conferences/seminars	160	80.0%
B: Presenting at homeopathic conferences	35	17.5%
C: Pursuing advanced homeopathic education	104	52.0%
D: Teaching homeopathy at a school/college	44	22.0%
E: Teaching seminars/webinars in homeopathy	47	23.5%
F: Running a homeopathic clinic	64	32.0%
G: Supervising/mentoring homeopathic students or practitioners	78	39.0%
H: Participating in a study group	82	41.0%
I: Writing reviews of homeopathic books or seminars	13	6.5%
J: Writing homeopathic articles for professional journals	45	22.5%
K: Writing homeopathic books or manuals	16	8.0%
L: Writing blogs or employing social media in support of homeopathy	51	25.5%
M: Conducting provings	21	10.5%
N: Conducting research (i.e., outcome studies)	16	8.0%
O: Volunteering for homeopathic organizations	59	29.5%
P: Giving lectures/talks in the community	106	53.0%
Q: Making television or radio appearances in support of homeopathy	24	12.0%
R: Engaging in political action to support homeopathy	35	17.5%
S: Other	19	9.5%

Figure 17: Homeopathic Education Question 9



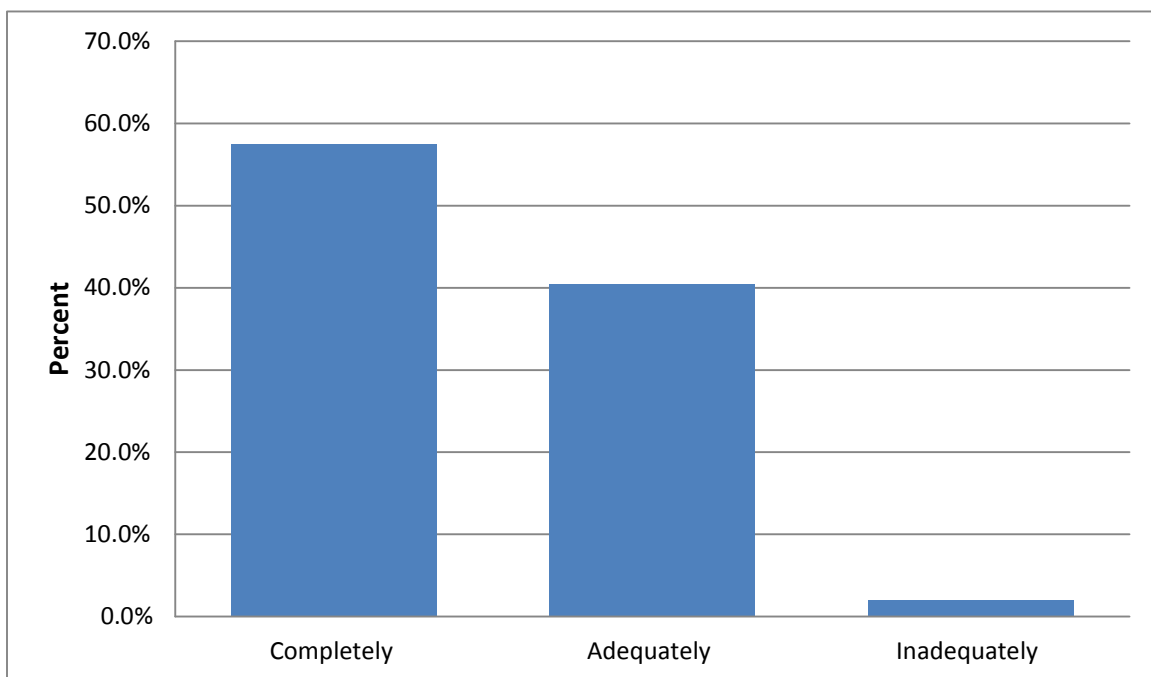
Homeopathic Education Question 10

How well did this survey cover the important tasks performed by an entry-level (one who is in practice at least one year) practitioner in relation to his or her work?

Table 18: Homeopathic Education Question 10

How well did this survey cover the important tasks performed by an entry-level (one who is in practice at least one year) practitioner in relation to his or her work?	<i>N</i>	Percent
Completely	115	57.5%
Adequately	81	40.5%
Inadequately	4	2.0%
Total	200	100.0%

Figure 18: Homeopathic Education Question 10



Statement ratings

While the SME panel elected to generate task, skill, and knowledge statements for each area separately, it was deemed preferable to combine the three types of statements for each area to obtain a single table of statements and their associated data, for each domain. This gives valuable information regarding the relative weight of each domain in the practice of homeopathy.

The mean rating of both frequency and importance was calculated for each statement. In addition, mean frequency and importance were combined with both an additive model (I + F) and multiplicative model (I x F), as mentioned in Raymond and Neustel (2006). Each of these provides an index of the significance of the statement in the role of a classical homeopath. Table 19 presents the means of these four indices for each of the eleven major domains, as well as the number of statements included in the final survey. It also includes the sum of the Importance x Frequency index across all tasks in a domain, which provides a quantification of the importance and frequency for statements in that domain. This will be used in a later report to derive test specifications.

Table 19: Statement Rating Means for Domains

Domain	Total	Mean Importance	Mean Frequency	Mean I + F	Mean I x F	Sum I x F
<i>Historical and Theoretical Aspects of Classical Homeopathy</i>	29	3.22	3.25	6.47	10.56	306.28
<i>Materia Medica</i>	18	3.03	3.07	6.10	9.37	168.65
<i>Repertory</i>	9	3.17	3.24	6.41	10.34	93.03
<i>Health Sciences</i>	12	3.41	3.50	6.91	11.95	143.35
<i>Ethics</i>	16	3.68	3.79	7.47	13.94	223.02
<i>Core Elements of Classical Homeopathic Practice</i>	10	3.67	3.77	7.45	13.87	138.67
<i>Homeopathic Case Taking</i>	18	3.49	3.64	7.13	12.72	229.00
<i>Initial Homeopathic Case Analysis</i>	27	3.46	3.60	7.06	12.51	337.66
<i>Posology</i>	10	3.43	3.59	7.02	12.35	123.47
<i>Follow-up and Case Management</i>	18	3.65	3.78	7.43	13.81	248.62
<i>Continuing Professional Development</i>	15	3.19	3.27	6.46	10.50	157.45
Grand Total	182	3.40	3.50	6.90	11.99	2169.19

On average, respondents rated each domain as slightly higher than a rating of 3 in importance. In terms of frequency, respondents' ratings averaged 3.5, where a rating of 3 is "usually," and a rating of 4 is "always." The highest frequency rated was Ethics (3.79), whereas *Materia Medica* resulted in the lowest frequency rating (3.07).

The *Ethics*, *Core Elements of Classical Homeopathic Practice*, and *Follow-up and Case Management* domains had the three highest average Importance x Frequency ratings (at 13.94, 13.87, and 13.81 respectively). These three areas are at minimum 1.09 points higher than the other domains. The *Core Elements of Classical Homeopathic Practice* domain is on the low end for number of tasks (10). The *Materia Medica* domain had the lowest average Importance x Frequency ratings (at 9.37), however it was not one of the domains with the fewest tasks. The relative ranks of domains on average Frequency x Importance ratings coupled with the number

of tasks in each domain will be important when determining the relative weight of the examination devoted to each domain.

However, the primary goal of the job analysis study is to produce the four indices above for each individual task. Appendices A and B show just that; Appendix A lists the tasks sorted by domains (domains) as arranged in Table 19 above, while Appendix B lists the same data but sorted by the Frequency x Importance rating. Appendix B provides empirical data for an evaluation of which tasks are most frequent and important in the day-to-day work of a homeopathic professional.

The next step in the test development process is to perform a closer analysis of ratings and decide which content merits coverage on the test that will be developed. That is a separate step, and will be discussed in a future report detailing the specifications of the new test.

Summary

This report describes a job analysis study for the Certified Professional Homeopath, performed for the Council for Homeopathic Certification. The goal of the study was to produce a comprehensive list of professional tasks performed on the job as a professional homeopath, with empirical data regarding the importance and frequency of those tasks.

The first step was the development of the list of task/knowledge/skills statements by a committee of subject matter experts. Once this was completed, a survey was constructed utilizing the list as well as a number of demographic variables. The survey was disseminated in the field by creation of an online survey and then providing email notifications to current professionals, as well as graduates of homeopath schools, and 200 people adequately completed the survey. The data set was analyzed to provide a depiction of both the demographic qualities of the sample as well as the structure of the profession, as detailed in the Results section.

The completion of a job analysis survey is merely one step in the test development cycle, but a critical first step that lays the foundation for validity and defensibility. The next step is to identify which tasks should be covered on the test, and the relative weight assigned to tasks and domains. However, that is not directly part of the job analysis study, but of the test design step; the goal of task inclusion is not analyzing the job but rather producing the blueprints for the test. Therefore, selection of tasks for inclusion will be documented in a separate test design report.

References

AERA, APA, NCME (1999). *Standards for Educational and Psychological Testing*.

Brannick, M. T., Levine, E. L., & Moregeson, F. P. (2007). *Job and Work Analysis (2nd Ed.)*. Thousand Oaks, CA: Sage.

Gael, S. (1983). *Job analysis: A guide to assessing work activities*. San Francisco: Jossey-Bass.

Kane, M. (1992). An argument-based approach to validity. *Psychological Bulletin*, 112, 527-535.

Kane, M. (2004). Certification testing as an illustration of argument-based validation. *Measurement: Interdisciplinary Research and Perspectives*, 2, 135-170.

Raymond, M. & Neustel, S. (2006). Determining the content of credentialing examinations. In Downing, S. M., & Haladyna, T. M. (Eds.) *Handbook of Test Development*. Mahwah, NJ: Erlbaum.

Appendix A: Tasks listed by domain

Importance: Please rate the degree to which each task is important for competent performance as a homeopathic professional.

	Not at all	Somewhat	Very	Critical	Don't know
Response code	1	2	3	4	0

Frequency: How often do you use this task/knowledge/skill when performing your job?

	Never	Rarely	Usually	Always	Don't know
Response code	1	2	3	4	0

Domain	Task	N	Importance						Frequency					Mean I x Mean F	
			Response code					Mean	Response code						Mean
			1	2	3	4	0		1	2	3	4	0		
Historical and Theoretical Aspects of Classical Homeopathy	Applies knowledge of homeopathic history and theory to all aspects of classical homeopathic practice	200	1	21	88	88	2	3.30	1	6	87	103	3	3.43	11.32
	Cites the development of classical homeopathy and the social forces that have influenced its practice over its 200 year history	200	14	71	89	23	3	2.58	11	80	71	31	7	2.53	6.53
	Lists the philosophers and authors, and their contributions, who have had major influences on classical homeopathic thought (e.g., Hahnemann, Kent, Hering, Vithoukias, Roberts)	200	7	62	100	29	2	2.73	6	81	76	32	5	2.61	7.15
	Recognizes homeopathy's emerging role in the current spectrum of healthcare	200	1	31	89	78	1	3.20	2	20	80	94	4	3.28	10.49

Domain	Task	N	Importance					Mean	Frequency					Mean I x Mean F	
			Response code						Response code						
			1	2	3	4	0		1	2	3	4	0		Mean
	practices														
	Identifies and explains the principles of Hahnemannian homeopathy including Vital Force, Law of Similars, Totality of Symptoms, Provings, Minimum Dose, Single Remedy, and Potentization	200	0	20	72	107	1	3.41	0	12	75	110	3	3.44	11.73
	Explains the role provings play in the development of homeopathic remedies and cure	200	3	31	88	76	2	3.15	2	47	78	70	3	3.04	9.57
	Lists the characteristics of a sound model for organizing and conducting a proving	200	15	45	82	52	6	2.78	27	74	45	47	7	2.46	6.84
	Describes the principles and the dynamic nature of health, disease, and cure from a classical homeopathic perspective	200	3	8	77	111	1	3.47	1	16	66	114	3	3.43	11.89
	Describes the nature of susceptibility and causative factors of disease	200	1	18	75	106	0	3.43	1	20	73	105	1	3.40	11.66
	Identifies and defines factors, both historical and current, that differentiate homeopathy and allopathy	200	3	30	76	90	1	3.26	2	29	73	94	2	3.27	10.65
	Explains how homeopathic remedies and their administration differs from allopathic medicines and their administration	200	0	12	69	118	1	3.52	0	9	56	133	2	3.59	12.62
	Explains how Vithoulkas' hierarchy of symptoms and the intensity of symptoms relates to the possibility of	200	14	69	84	30	3	2.61	20	68	70	38	4	2.58	6.74

Domain	Task	N	Importance					Mean	Frequency					Mean I x Mean F	
			Response code						Response code						
			1	2	3	4	0		1	2	3	4	0		Mean
	homeopathic cure														
	Identifies the potential pitfalls of keynote prescribing	200	5	39	97	56	3	2.98	6	39	76	76	3	3.08	9.19
	Identifies precautions for prescribing remedies for particular diseases and pathologies	200	4	28	82	83	3	3.19	4	29	60	104	3	3.29	10.48
	States the theory of miasms from the perspective of classical homeopathic theory	200	5	61	77	54	3	2.86	10	57	72	58	3	2.86	8.19
	Identifies the characteristics of the five major miasms (psoric, sycotic, syphilitic, tubercular, cancer)	200	4	39	78	75	4	3.08	8	39	67	82	4	3.06	9.43
	Explains how miasmatic theory relates to remedy selection	200	6	54	78	57	5	2.87	9	54	73	59	5	2.85	8.18
	Provides examples of primary and secondary actions of remedies	200	9	37	100	48	6	2.87	9	54	78	53	6	2.81	8.07
	Relates how mental and emotional functioning affect health and well-being	200	0	9	64	125	2	3.55	0	8	50	140	2	3.63	12.89
	Recognizes how the dynamics of interpersonal relationships can impact mental and physical health	200	0	10	76	111	3	3.47	0	7	58	132	3	3.58	12.41
	Recognizes the normal stages of response to stressful life events (i.e., death and dying, trauma, separation from loved ones, divorce, unemployment)	200	0	8	76	114	2	3.50	0	9	49	140	2	3.62	12.67
	Employs open ended questioning techniques suitable for case taking and follow-up	200	0	3	67	129	1	3.63	0	1	57	141	1	3.69	13.37
	Relates how interviewing techniques are applicable to	200	2	23	77	92	6	3.25	2	18	66	108	6	3.35	10.90

Domain	Task	N	Importance					Mean	Frequency					Mean I x Mean F	
			Response code						Response code						
			1	2	3	4	0		1	2	3	4	0		Mean
	homeopathic case taking and follow-up														
	Identifies how projection can influence the client/practitioner relationship	200	2	19	75	99	5	3.31	4	13	67	109	7	3.33	11.04
	Identifies the components required for establishing secure, confidential client records	200	1	8	57	130	4	3.54	1	5	30	160	4	3.70	13.12
	Identifies and develops note taking skills suitable to homeopathic practice	200	0	10	61	126	3	3.53	0	4	38	155	3	3.71	13.11
	States the fundamental components of homeopathic case taking (e.g., safe and secure environments, privacy, confidentiality, freedom from bias, non-interruption, fidelity in note-taking, observation skills, attentive listening, open-ended questioning, observations from family members) as identified by Hahnemann, Kent, Vithoukas and Robert	200	1	20	51	123	5	3.43	1	16	45	134	4	3.53	12.10
	States the fundamental components of homeopathic case analysis (e.g., models of analysis, main complaint, what needs to be cured, health histories, miasms, characteristic systems, SRPs, modalities, symptom intensity, obstacles to cure, repertorization, remedy differentials, confirmatory symptoms) as identified by	200	1	18	55	121	5	3.43	1	16	51	128	4	3.48	11.94

Domain	Task	N	Importance						Frequency						Mean I x Mean F
			Response code					Mean	Response code					Mean	
			1	2	3	4	0		1	2	3	4	0		
	Hahnemann, Kent, Vitthoukas and Roberts														
	States the fundamental components of homeopathic case management (e.g., reviewing case records, ascertaining when, if, and how the remedy was taken, ascertaining the client's general reaction to the remedy, observing physical characteristics and demeanor, ascertaining the status of the main complaint, reviewing the presenting symptoms, inquiring about new symptoms, conducting a "head to toe" review and noting significant life events) as identified by Hahnemann, Kent, Vitthoukas and Roberts	200	1	18	53	123	5	3.44	1	14	53	128	4	3.50	12.03
Materia Medica	Utilizes knowledge and understanding of materia medica to accurately and appropriately recommend homeopathic treatment	200	0	3	35	162	0	3.80	0	1	20	179	0	3.89	14.77
	Identifies the original source from which remedies are developed	200	1	44	103	51	1	3.00	2	21	101	74	2	3.20	9.61
	Explains the manufacturing of mother tincture and titration	200	6	81	78	33	2	2.67	7	70	79	41	3	2.74	7.31
	Outlines the basic steps followed in producing remedies	200	5	78	75	39	3	2.71	4	64	84	44	4	2.79	7.56
	Defines nosode, sarcode, isopathy, tautopathy, tissue salt and provides example	200	11	74	59	54	2	2.77	9	79	60	49	3	2.71	7.50

Domain	Task	N	Importance					Mean	Frequency					Mean I x Mean F	
			Response code						Response code						
			1	2	3	4	0		1	2	3	4	0		Mean
	remedies for each														
	Explains the roles of the FDA and the Homeopathic Pharmacopoeia of the United States in homeopathic remedy production	200	6	63	79	48	4	2.80	8	75	63	50	4	2.73	7.63
	Defines polychrest and lists remedies commonly considered polychrests	200	6	60	76	56	2	2.89	8	54	78	58	2	2.91	8.40
	Lists commonly used remedies for first aid and acute cases	200	2	29	89	78	2	3.20	2	21	82	93	2	3.31	10.59
	States the keynote, primary indicators and affinities for the 155 remedies identified by the CHC for study	200	5	45	81	62	7	2.93	3	39	80	69	9	2.97	8.72
	Identifies remedy relationships that follow well from acute to chronic or chronic to acute prescribing	200	9	46	70	73	2	3.00	10	45	70	71	4	2.95	8.86
	Defines and gives examples of sensation, modality, SRP (Strange, Rare, or Peculiar), concomitant and general symptoms as they relate to remedies	200	2	24	72	100	2	3.32	2	28	63	105	2	3.33	11.08
	Recognizes remedies that may have a similar action but are developed from substances originating from different kingdoms	200	5	32	84	75	4	3.09	5	31	87	73	4	3.08	9.52
	Identifies conditions/substances that may antidote remedies	200	2	25	77	94	2	3.29	1	24	65	108	2	3.37	11.07
	Defines complementary remedy relationships and cites common examples from the	200	6	41	88	62	3	2.99	7	39	82	69	3	3.03	9.05

Domain	Task	N	Importance					Mean	Frequency					Mean I x Mean F	
			Response code						Response code						
			1	2	3	4	0		1	2	3	4	0		
	materia medica														
	Identifies remedies that often follow well in a series	200	7	45	79	67	2	2.99	9	47	69	73	2	2.99	8.95
	Identifies remedies that are inimical to each other	200	8	41	81	67	3	2.99	10	42	74	71	3	2.97	8.89
	Identifies remedies that are commonly associated with the five major miasms	200	4	31	97	65	3	3.08	6	25	92	74	3	3.13	9.65
	Classifies the pace and depth of action of remedies	200	8	26	92	70	4	3.08	6	26	88	74	6	3.08	9.47
Repertory	Utilizes a variety of repertoires to assist in determining an appropriate remedy	200	1	42	84	73	0	3.14	1	22	94	83	0	3.29	10.32
	States the necessity of a repertory and explains the source of its content and historical development	200	4	45	80	66	5	3.01	3	40	77	75	5	3.07	9.23
	Identifies organizational structure, hierarchical arrangement, strengths, and limitations in commonly used repertoires	200	10	45	77	62	6	2.90	13	33	81	68	5	2.96	8.60
	Distinguishes among the major repertory authors	200	9	63	77	46	5	2.76	12	53	70	60	5	2.84	7.85
	Defines medical and homeopathic terminology used in repertoires	200	4	25	76	93	2	3.28	7	19	64	108	2	3.35	10.99
	Explains symbols, references and remedy grades used in repertoires	200	5	29	79	84	3	3.19	7	30	62	98	3	3.23	10.31
	Explains how the number of rubrics selected for repertorization in a particular case and the number of rubrics selected to describe one symptom can affect the results	200	5	21	68	102	4	3.28	7	23	59	107	4	3.29	10.78

Domain	Task	N	Importance					Mean	Frequency					Mean I x Mean F	
			Response code						Response code						
			1	2	3	4	0		1	2	3	4	0		Mean
	of the repertorization process														
	Recognizes the potential bias inherent in the greater representation of well-proven versus less-well proven remedies in the repertory	200	4	11	76	105	4	3.38	4	9	63	121	3	3.47	11.71
	Selects appropriate rubrics for identified symptoms	200	2	3	51	142	2	3.65	2	0	58	138	2	3.63	13.24
Health Sciences	Recognizes the signs and symptoms of the need for urgent or emergency care and formulates a plan of action with the client based on that determination	200	0	10	32	158	0	3.73	0	25	25	150	0	3.62	13.52
	Identifies the range of normal physical, mental and emotional development for various ages	200	0	10	81	108	1	3.47	0	6	61	131	2	3.59	12.45
	Names the organ systems of the body and their major functions	200	2	20	72	104	2	3.38	2	14	60	121	3	3.46	11.69
	Uses proper anatomical terminology to describe body components, body directions, surfaces and planes	200	0	31	81	85	3	3.23	1	21	69	106	3	3.36	10.87
	Uses common medical terminology appropriately	200	0	24	91	84	1	3.28	0	10	71	117	2	3.49	11.47
	Recognizes the common symptoms of conventional medically diagnosed diseases	200	0	11	74	113	2	3.48	0	6	61	130	3	3.57	12.43
	Is familiar with commonly used medical tests and reports	200	4	31	90	74	1	3.17	3	21	80	94	2	3.30	10.46
	Recognizes commonly prescribed medications and their uses	200	1	34	85	78	2	3.18	1	15	89	91	4	3.31	10.52
	Identifies the restrictions/boundaries	200	1	7	59	127	6	3.51	1	5	40	146	8	3.58	12.54

Domain	Task	N	Importance					Mean	Frequency					Mean I x Mean F	
			Response code						Response code						
			1	2	3	4	0		1	2	3	4	0		Mean
	associated with altering regimens of medically prescribed medications														
	Recognizes the potential consequences associated with drug and substance withdrawal (both prescribed and self-administered)	200	1	4	55	137	3	3.61	2	5	34	155	4	3.67	13.25
	Explains the role health histories play in homeopathic care	200	0	15	70	112	3	3.44	0	11	56	129	4	3.53	12.16
	Identifies significant components to include in health histories	200	0	12	69	113	6	3.41	0	8	53	132	7	3.52	11.99
Ethics	Abides by the certified homeopath's code of ethics of the homeopathic profession and that of healthcare professions in general (CHC Code of Professional Ethics and Patient/Client Rights within the Health Care Setting)	200	0	0	48	151	1	3.74	0	0	12	186	2	3.90	14.59
	Maintains professional and personal integrity in all client, peer, and public relationships	200	0	0	46	154	0	3.78	0	0	13	186	1	3.92	14.81
	Does not engage in any inappropriate personal, sexual or financial interactions with the client	200	7	0	21	172	0	3.81	13	0	3	184	0	3.80	14.46
	Refrains from making medical diagnoses, unless licensed to do so	200	3	5	42	147	3	3.66	5	3	21	168	3	3.74	13.69
	Refrains from making misleading statements or false advertising, including "guaranteeing a cure"	200	0	0	31	168	1	3.74	3	0	8	188	1	3.83	14.36

Domain	Task	N	Importance						Frequency						Mean I x Mean F
			Response code					Mean	Response code					Mean	
			1	2	3	4	0		1	2	3	4	0		
	Provides accurate information to clients and the public regarding the homeopath's education, training, and certification status	200	0	6	51	143	0	3.89	0	1	15	184	0	3.68	14.33
	Examines one's personal values, culture, beliefs and education in regard to race, age, gender, sexual orientation, cultural, national or ethnic origin, political or religious belief, and/or disability to prevent bias and prejudice in the client/practitioner and professional relationships.	200	0	1	65	132	2	3.91	0	2	39	157	2	3.64	14.22
	Avoids treating clients if unable to safely and effectively treat due to one's own substance abuse or psychological or physical impairment	200	4	2	29	152	13	3.76	6	6	4	170	14	3.53	13.26
	Recognizes when there may be a personal or professional conflict of interest and makes referrals to other appropriate practitioners	200	0	4	74	119	3	3.55	1	15	40	140	4	3.55	12.62
	Recognizes when one's experience or training is limited and makes referrals to other appropriate practitioners	200	0	3	63	134	0	3.58	0	10	46	144	0	3.67	13.12
	Acknowledges, respects and affirms the client as the authority on his/her own health and wellbeing, including that the client has the right to actively participate in any and all decisions regarding his/her	200	0	0	55	141	4	3.67	0	1	21	174	4	3.67	13.46

Domain	Task	N	Importance					Mean	Frequency					Mean I x Mean F	
			Response code						Response code						
			1	2	3	4	0		1	2	3	4	0		Mean
	health care as well as to refuse any recommendations made by the homeopath														
	Safeguards private client information in all areas of homeopathic practice (CHC Code of Professional Ethics and Patient/Client Rights within the Health Care Setting)	200	0	0	29	169	2	3.66	0	0	6	194	0	3.82	14.00
	Reports case studies accurately, honestly and without distortion while protecting the confidentiality and privacy of the client.	200	0	0	38	158	4	3.82	0	4	12	182	2	3.97	15.15
	Demonstrates respect for colleagues and other healthcare practitioners	200	0	1	66	132	1	3.73	0	0	28	171	1	3.85	14.37
	Establishes and maintains secure client records (paper/digital) in accordance with HIPPA privacy standards which includes the following: <ul style="list-style-type: none"> x contact information x demographics x signed consent/release/agreement forms x chief complaint x practitioner notes x health histories x medical tests/records (if available) x remedies recommended with potency and form x directions for remedy administration 	200	0	10	56	132	2	3.64	0	1	43	154	2	3.83	13.96

Domain	Task	N	Importance						Frequency						Mean I x Mean F
			Response code					Mean	Response code					Mean	
			1	2	3	4	0		1	2	3	4	0		
	<ul style="list-style-type: none"> x dates administered x follow-up notes x client's general reaction to the remedy x observed changes in client's appearance, demeanor, body language and physical characteristics x review of presenting symptoms and identification of changes x new or previously unreported symptoms x decisions regarding "new" symptoms (accessory remedy symptoms or a return of former "old" symptoms) x mental/emotional states x head-to-toe physical symptoms x next steps 														
	States the principles of professionalism, ethics, and client rights in homeopathic care	200	0	16	55	127	2	3.54	3	12	26	156	3	3.65	12.93
Core Elements of Classical Homeopathic Practice	Establishes a secure, professional and confidential environment for consultations that is quiet, accessible and distraction-free	200	0	3	75	122	0	3.61	0	0	49	151	0	3.76	13.55
	Maintains an atmosphere conducive to mutual respect and open communication between client and homeopath	200	0	1	52	147	0	3.73	0	1	16	183	0	3.91	14.57

Domain	Task	N	Importance						Frequency						Mean I x Mean F
			Response code					Mean	Response code					Mean	
			1	2	3	4	0		1	2	3	4	0		
	Acknowledges and respects the client's culture, beliefs, values and customs	200	0	1	61	137	1	3.67	0	0	32	168	0	3.84	14.09
	Encourages the client to describe his/her health concerns without interruption	200	0	8	69	123	0	3.58	0	0	72	128	0	3.64	13.03
	Employs active listening techniques in case consultations and when communicating with clients	200	0	1	54	142	3	3.66	0	0	38	159	3	3.75	13.71
	Asks open-ended questions that do not judge or lead the client	200	0	3	56	141	0	3.70	0	0	62	138	0	3.70	13.71
	Takes clear, coherent notes in the client's own words.	200	0	3	61	136	0	3.66	0	2	49	149	0	3.73	13.65
	Maintains confidential client records	200	0	0	22	178	0	3.89	0	0	3	197	0	3.98	15.50
	At all appropriate stages in the homeopathic process, provides clear written and verbal explanations to the client for <ul style="list-style-type: none"> x obtaining remedies x taking remedies (form, frequency and succussion) x possible reactions to remedies x methods for reporting reactions x processes for asking questions x processes for responding to questions and concerns x timing and scheduling of follow-ups 	200	0	4	55	140	1	3.67	0	3	45	152	0	3.74	13.71

Domain	Task	N	Importance					Mean	Frequency					Mean I x Mean F	
			Response code						Response code						
			1	2	3	4	0		1	2	3	4	0		Mean
	x next steps in the homeopathic process														
	Uses a broad set of reference tools to enhance knowledge in all areas related to homeopathic practice: <ul style="list-style-type: none"> x homeopathic remedies, materia medica x homeopathic provings, clinical studies, research x alternative/integrative methodologies x diseases, pathologies, symptoms x medical tests, reports x allopathic medications and treatments 	200	0	8	72	119	1	3.56	0	3	55	141	1	3.69	13.14
Homeopathic Case Taking	Provides pre-consultation information and forms to the client that include <ul style="list-style-type: none"> x a description of the framework of the practice x health benefits of homeopathy x safety of homeopathic remedies x nature of disease from a homeopathic perspective x the homeopathic process x methods for communication between visits x full disclosure of the 	200	1	17	80	101	1	3.39	2	10	57	130	1	3.56	

Domain	Task	N	Importance						Frequency						Mean I x Mean F
			Response code					Mean	Response code					Mean	
			1	2	3	4	0		1	2	3	4	0		
	<ul style="list-style-type: none"> homeopath's training and credentials x fee schedules x methods of payment x consent for audio or videotaping (if applicable) x releases for consultation or supervision (if applicable) x parental consent for minors (if applicable) x emergency contacts x client rights x health histories 														
	Meets with the client to determine health concerns, symptoms and characteristics	200	0	6	48	144	2	3.66	0	1	35	162	2	3.77	13.79
	Observes client's appearance, demeanor, non-verbal expressions or body language as well as observable physical characteristics such as condition of skin, pallor, odor, signs of inflammation, injury or shock	200	0	4	55	141	0	3.70	0	2	29	169	0	3.84	14.19
	Identifies and applies case taking techniques to accommodate differences in age (children, young adults, adults and seniors) and culture or ethnicity	200	0	8	65	127	0	3.60	0	1	38	160	1	3.78	13.63
	Identifies and applies interviewing techniques for loquacious/rambling clients and encourages discourse from	200	0	8	65	127	0	3.60	0	3	51	146	0	3.72	13.40

Domain	Task	N	Importance					Mean	Frequency					Mean I x Mean F	
			Response code						Response code						
			1	2	3	4	0		1	2	3	4	0		Mean
	"closed" or frightened clients or those who have difficulty expressing themselves														
	Clarifies unfamiliar vocabulary, expressions, slang, colloquialisms used by the client in his/her description of symptoms	200	0	9	69	122	0	3.57	0	3	45	152	0	3.75	13.38
	Elicits and reviews "head to toe" symptoms	200	2	25	70	103	0	3.38	2	16	61	120	1	3.48	11.74
	Records timeline, from birth to present, of client's and family significant life events (physical, mental, emotional, social and environmental)	200	2	28	80	90	0	3.29	3	18	78	101	0	3.39	11.16
	Observes and records mental and/or emotional symptoms pertaining to the client's personality and behavior	200	0	3	50	147	0	3.72	0	0	29	171	0	3.85	14.35
	Explores possible initiating causes of complaints such as suppression, prescriptions, emotions, injuries, exposure, surgeries and/or infections	200	0	3	56	141	0	3.70	0	1	36	163	0	3.82	14.12
	Elicits general symptoms such as sleep patterns, weather preferences, menstrual history, environmental and occupational stressors, thirst, and food preferences	200	1	7	62	130	0	3.61	1	3	37	159	0	3.77	13.59
	Explores location, sensation, modalities, concomitants, times, and etiology of physical symptoms	200	1	5	55	139	0	3.66	1	1	35	163	0	3.80	13.90
	Clarifies information from the medical history and/or medical	200	0	23	93	84	0	3.32	0	10	74	116	0	3.54	11.75

Domain	Task	N	Importance					Mean	Frequency					Mean I x Mean F	
			Response code						Response code						
			1	2	3	4	0		1	2	3	4	0		Mean
	reports														
	Explores client's use of coffee, tea, herbs, alcohol and/or recreational drugs	200	1	30	95	74	0	3.22	1	8	81	110	0	3.51	11.30
	Ascertains client's reaction(s) to past and current medications and/or other healing therapies, herbs, over-the-counter medications, skin care products and/or supplements	200	1	26	88	85	0	3.30	0	12	76	112	0	3.50	11.54
	Discusses any environmental and/or occupational health stressors	200	0	18	85	97	0	3.40	0	9	72	119	0	3.56	12.10
	Explores any obstacles to cure that may influence the case	200	0	10	65	125	0	3.58	0	2	58	140	0	3.69	13.21
	Obtains observations from family members or caregivers of the client's health condition, if appropriate	200	3	35	99	63	0	3.11						3.15	9.78
Initial Homeopathic Case Analysis	Applies well-accepted models of case analysis appropriately (e.g., essence, hierarchy of symptoms, identification of themes)	200	0	8	87	105	0	3.49	0	1	56	143	0	3.71	12.98
	Repertorizes symptoms to assist in determining an appropriate remedy	200	1	18	81	100	0	3.40	2	4	83	111	0	3.51	11.92
	Selects the best-fit remedy based on the totality of the symptom picture	200	0	4	51	145	0	3.70	0	1	40	159	0	3.79	14.02
	Makes reasonable prognoses based on all factors related to the case	200	2	21	92	83	2	3.26	1	9	79	107	4	3.42	11.14
	Identifies the main complaint in the case	200	0	1	49	150	0	3.75	0	0	14	186	0	3.93	14.73
	Differentiates whether a case is	200	0	8	52	140	0	3.66	0	1	24	175	0	3.87	14.17

Domain	Task	N	Importance					Mean	Frequency					Mean I x Mean F	
			Response code						Response code						
			1	2	3	4	0		1	2	3	4	0		Mean
	acute or chronic														
	Distinguishes what needs to be cured in the case	200	0	1	39	160	0	3.80	0	1	27	172	0	3.85	14.63
	Studies timeline information to identify conditions/events that mark the onset of symptoms and correlate to the etiology of symptoms	200	0	12	70	118	0	3.54	1	4	48	147	0	3.71	13.13
	Applies information from medical histories, medical tests, and allopathic diagnoses to understanding the case	200	0	46	76	77	1	3.16	0	11	97	92	0	3.41	10.79
	Considers the potential impact of the miasmatic aspects of the family and client's history on the case	200	2	26	83	89	0	3.30	2	15	80	103	0	3.42	11.28
	Ascertains the most characteristic symptoms of the case and ranks symptoms from most to least vital	200	2	18	69	111	0	3.45	2	10	64	124	0	3.55	12.25
	Identifies Strange, Rare and Peculiar (SRP) symptoms	200	1	5	52	142	0	3.68	1	5	35	159	0	3.76	13.81
	Identifies modifying characteristics of important symptoms such as location, sensation, modalities, times of aggravation or amelioration, onset, and concomitants	200	1	3	61	135	0	3.65	1	1	43	155	0	3.76	13.71
	Identifies any common symptoms of reported diseases	200	3	13	68	116	0	3.50	1	6	58	134	1	3.61	12.65
	Ascertains the intensity of symptoms	200	0	6	65	129	0	3.63	0	1	42	157	0	3.78	13.69
	Ascertains the strength of the vital force by considering factors such as age, severity of symptoms, current	200	0	9	50	141	0	3.67	0	2	40	158	0	3.78	13.88

Domain	Task	N	Importance					Mean	Frequency					Mean I x Mean F	
			Response code						Response code						
			1	2	3	4	0		1	2	3	4	0		Mean
	medications, known pathologies and sensitivities														
	Examines any possible obstacles to cure and/or maintaining causes	200	1	5	67	127	0	3.60	0	3	56	141	0	3.69	13.29
	Groups related symptoms	200	1	27	90	80	2	3.24	0	6	92	99	3	3.42	11.09
	Selects a set of rubrics that accurately fits the characteristic symptoms of the case	200	2	13	65	119	1	3.49	2	4	67	126	1	3.57	12.49
	Combines rubrics appropriately to describe single symptoms	200	5	41	94	60	0	3.05	4	17	99	77	3	3.22	9.81
	Calculates (manually or with a software program) the probability that a particular remedy will match the case symptom picture by taking into consideration the number of symptoms matched as well as the grade (weight) of the remedies within a particular set of rubrics	200	5	40	82	71	2	3.08	5	21	83	89	2	3.27	10.09
	Selects 4-5 best-fit remedies from the repertorization of the symptom totality	200	3	28	83	86	0	3.27	3	11	81	105	0	3.44	11.24
	Studies and compares the 4-5 best-fit remedies to identify the single best-fit remedy for the case	200	2	21	73	104	0	3.41	2	9	62	127	0	3.58	12.19
	Differentiates among remedies with similar symptom pictures	200	1	4	54	141	0	3.68	1	2	32	165	0	3.80	14.00
	Matches the seat of action (i.e. organ affinities and/or pathologies) and the pace of action (i.e., slow vs. fast acting) of the remedy to the client	200	5	23	77	95	0	3.32	4	14	74	106	2	3.39	11.23
	Considers factors such as	200	6	30	69	94	1	3.23	5	19	75	100	1	3.32	10.73

Domain	Task	N	Importance						Frequency						Mean I x Mean F
			Response code					Mean	Response code					Mean	
			1	2	3	4	0		1	2	3	4	0		
	miasm, kingdom, source and synthetic remedies for tie-breaking when there are multiple good options														
	Uses confirmatory symptoms from the case to identify the best-fit remedy	200	1	10	67	121	1	3.53	1	4	62	132	1	3.61	12.73
Posology	Selects an individualized remedy potency based on factors such as client's strength of vital force, age, gender, type and severity of symptoms, individual sensitivities and susceptibilities, current medications or other treatments	200	0	3	63	134	0	3.66	0	1	34	165	0	3.82	13.98
	Determines the most appropriate form of administration such as globules, powder, liquid, olfactory, topical	200	0	21	81	98	0	3.40	0	4	51	145	0	3.71	12.63
	Determines the frequency of repetition, if applicable	200	0	6	75	119	0	3.57	0	0	36	164	0	3.83	13.68
	Identifies the various potencies in which homeopathic remedies are manufactured (i.e., C, X, M, Q, LM) and the use of each)	200	0	14	66	118	2	3.49	0	8	43	147	2	3.66	12.76
	Articulates the circumstances (e.g., age, sensitivity, condition, nature of the remedy) in which different potencies are suitable or recommended by various authors	200	3	28	84	80	5	3.16	2	26	68	100	4	3.29	10.39
	Identifies precautions when prescribing potencies for	200	0	19	67	112	2	3.43	0	12	55	131	2	3.56	12.21

Domain	Task	N	Importance					Mean	Frequency					Mean I x Mean F	
			Response code						Response code						
			1	2	3	4	0		1	2	3	4	0		Mean
	particular diseases and pathologies														
	Identifies and compares the various forms by which homeopathic remedies can be administered (e.g., globules, liquid, powder, olfactory, topical, or aqueous dilution)	200	0	33	84	80	3	3.19	1	23	62	110	4	3.38	10.76
	Identifies the possible outcomes of administering a correct remedy but in a potency too high or too low	200	0	9	71	117	3	3.49	0	11	52	134	3	3.57	12.47
	Identifies possible outcomes of administering a remedy too frequently or too infrequently	200	0	9	61	127	3	3.54	0	7	46	143	4	3.61	12.78
	Identifies and compares directions for administering and/or succussing various potencies and forms	200	2	13	74	106	5	3.38	2	7	59	127	5	3.50	11.81
Follow-up and Case Management	Evaluates and monitors client's progress on the recommended remedy	200	0	1	54	145	0	3.73	0	1	33	166	0	3.82	14.26
	Applies all aspects of effective case taking and case analysis to follow-up and case management processes	200	0	2	59	139	0	3.69	0	0	44	156	0	3.79	13.98
	Accurately assesses and manages potentially challenging aspects of cases such as homeopathic aggravations, anti-doting, obstacles to cure, suppression, return of old symptoms, and/or accessory symptoms	200	0	2	53	145	0	3.72	0	0	51	149	0	3.76	13.98
	Re-evaluates and adjusts treatment plans and	200	0	1	52	147	0	3.74	0	2	21	176	1	3.86	14.43

Domain	Task	N	Importance					Mean	Frequency					Mean I x Mean F	
			Response code						Response code						
			1	2	3	4	0		1	2	3	4	0		Mean
	prognoses, as needed														
	Reviews client's records from the original and previous consultations	200	0	14	81	105	0	3.45	0	3	68	129	0	3.62	12.50
	Observes changes in the client related to appearance, demeanor, body language as well as in physical characteristics such as color of orifices, complexion, odors or signs of inflammation or injury	200	0	8	67	125	0	3.59	0	3	42	155	0	3.76	13.51
	Ascertains when (or if) the client began taking the remedy and the frequency taken	200	0	3	55	142	0	3.69	0	1	24	175	0	3.87	14.29
	Ascertains the client's general reaction to the remedy (e.g., sense of well-being, energy, sleep patterns)	200	0	2	45	153	0	3.76	0	0	12	188	0	3.94	14.81
	Inquires about the status of the presenting (main/chief) complaint	200	0	3	41	156	0	3.76	0	2	12	186	0	3.92	14.75
	Reviews the presenting symptoms with the client to identify any changes	200	0	4	47	149	0	3.73	0	1	25	174	0	3.86	14.41
	Reviews mental/emotional states and "head to toe" physical symptoms	200	0	10	75	114	1	3.51	0	6	62	132	0	3.63	12.71
	Requests allopathic summaries, test results, if appropriate	200	3	48	81	66	2	3.03	4	32	78	85	1	3.21	9.73
	Inquires about any symptoms that appear to be "new" or previously unreported	200	0	5	51	144	0	3.70	0	1	31	168	0	3.84	14.19
	Determines whether "new" symptoms are accessory remedy symptoms or a return	200	0	6	44	150	0	3.72	0	1	33	166	0	3.83	14.26

Domain	Task	N	Importance					Mean	Frequency					Mean I x Mean F	
			Response code						Response code						
			1	2	3	4	0		1	2	3	4	0		Mean
	of former "old" symptoms														
	Determines whether or not the remedy acted	200	0	1	30	169	0	3.84	0	0	11	189	0	3.95	15.17
	Manages client's urgent conditions and acute illnesses while treating the chronic case	200	1	9	71	119	0	3.53	0	6	56	138	0	3.66	12.91
	Determines whether the case is moving in the direction of cure (Hering's Law)	200	0	8	59	133	0	3.62	0	2	43	155	0	3.77	13.63
	Determines whether to wait, repeat the remedy, repeat the remedy in a different potency, change the form or frequency of administration, change the remedy or retake the case	200	0	1	33	166	0	3.83	0	0	12	188	0	3.94	15.09
Continuing Professional Development	Manages office practices and procedures to ensure optimum client communication and safety	200	0	7	96	96	1	3.44	0	0	57	141	2	3.67	12.62
	Reflects upon one's practice by evaluating data such as remedy results, the proportion of returning clients, referrals, and/or client satisfaction	200	5	29	105	61	0	3.11	4	27	90	78	1	3.20	9.96
	Recognizes and utilizes self-reflection to assess areas of strength and weakness in one's homeopathic professional practice	200	0	21	85	94	0	3.36	0	14	78	108	0	3.47	11.69
	Seeks and maintains national certification as a homeopath	200	1	24	67	105	3	3.35	3	3	20	168	6	3.72	12.49
	Seeks and develops competencies for continued growth in professional skills and abilities	200	0	7	62	131	0	3.62	0	2	40	158	0	3.78	13.69
	Attends educational and	200	1	15	80	104	0	3.43	1	12	69	118	0	3.52	12.07

Domain	Task	N	Importance						Frequency						Mean I x Mean F
			Response code					Mean	Response code					Mean	
			1	2	3	4	0		1	2	3	4	0		
	professional activities that enhance and improve homeopathic practice														
	Contributes to the homeopathic profession through activities such as presenting at conferences, conducting research, writing articles, teaching, supervising, leading a study group, conducting a proving or advocating for homeopathy in the public sector	200	2	43	90	65	0	3.09	5	41	80	72	2	3.09	9.56
	Seeks opportunities for and provides volunteer service to the homeopathic community	200	11	51	101	36	1	2.80	16	54	83	45	2	2.76	7.72
	Establishes networks with colleagues for case-review	200	10	43	103	43	1	2.87	14	56	82	45	3	2.75	7.89
	Seeks regular peer/supervisory support/feedback in an effort to broaden one's knowledge base	200	11	45	86	57	1	2.93	15	51	76	57	1	2.85	8.35
	Shares personal/professional expertise and experience with other professional homeopaths	200	3	29	103	64	1	3.13	5	29	92	73	1	3.15	9.83
	Identifies the components of and develops a business plan	200	5	54	89	47	5	2.84	6	51	84	53	6	2.85	8.10
	Identifies strategies (e.g., conferences, seminars, study groups, schooling) for promoting strengths and addressing weaknesses of one's training and practice	200	1	21	102	75	1	3.24	2	15	88	93	2	3.33	10.78
	Acknowledges the benefits of national certification in classical homeopathy	200	3	23	66	105	3	3.33	2	11	43	137	7	3.49	11.63
	Outlines the steps and	200	4	26	71	96	3	3.27	3	21	44	125	7	3.39	11.07

Domain	Task	N	Importance					Mean	Frequency					Mean I x Mean F
			Response code						Response code					
			1	2	3	4	0		1	2	3	4	0	
	requirements for obtaining and maintaining national certification in classical homeopathy													

Appendix B: Tasks listed by Frequency x Importance

Importance: Please rate the degree to which each skill or knowledge item is important for competent performance as a health professional.

	Least				High
Response code	1	2	3	4	5

Frequency: How many hours per week do you use this knowledge or skill when performing your job?

	0 hrs/Wk		4-6 hrs/wk		10+ hrs/wk
Response code	1	2	3	4	5

Domain	Task	N	Importance						Mean	Frequency						Mean I x Mean F
			Response code					Mean		Response code					Mean	
			1	2	3	4	5			1	2	3	4	5		
Historical and Theoretical Aspects of Classical Homeopathy	Employs open ended questioning techniques suitable for case taking and follow-up	200	0	3	67	129	1	3.63	0	1	57	141	1	3.69	13.37	
	Relates how mental and emotional functioning affect health and well-being	200	0	9	64	125	2	3.55	0	8	50	140	2	3.63	12.89	
	Identifies the components required for establishing secure, confidential client records	200	1	8	57	130	4	3.54	1	5	30	160	4	3.70	13.12	
	Identifies and develops note taking skills suitable to homeopathic practice	200	0	10	61	126	3	3.53	0	4	38	155	3	3.71	13.11	
	Explains how homeopathic remedies and their administration differs from allopathic medicines and their	200	0	12	69	118	1	3.52	0	9	56	133	2	3.59	12.62	

Domain	Task	N	Importance					Mean	Frequency					Mean I x Mean F	
			Response code						Response code						
			1	2	3	4	0		1	2	3	4	0		Mean
	administration														
	Recognizes the normal stages of response to stressful life events (i.e., death and dying, trauma, separation from loved ones, divorce, unemployment)	200	0	8	76	114	2	3.50	0	9	49	140	2	3.62	12.67
	Describes the principles and the dynamic nature of health, disease, and cure from a classical homeopathic perspective	200	3	8	77	111	1	3.47	1	16	66	114	3	3.43	11.89
	Recognizes how the dynamics of interpersonal relationships can impact mental and physical health	200	0	10	76	111	3	3.47	0	7	58	132	3	3.58	12.41
	States the fundamental components of homeopathic case management (e.g., reviewing case records, ascertaining when, if, and how the remedy was taken, ascertaining the client's general reaction to the remedy, observing physical characteristics and demeanor, ascertaining the status of the main complaint, reviewing the presenting symptoms, inquiring about new symptoms, conducting a "head to toe" review and noting significant life events) as identified by Hahnemann, Kent, Vithoukas and Roberts	200	1	18	53	123	5	3.44	1	14	53	128	4	3.50	12.03
	Describes the nature of susceptibility and causative	200	1	18	75	106	0	3.43	1	20	73	105	1	3.40	11.66

Domain	Task	N	Importance					Mean	Frequency					Mean I x Mean F	
			Response code						Response code						
			1	2	3	4	0		1	2	3	4	0		Mean
	factors of disease														
	States the fundamental components of homeopathic case taking (e.g., safe and secure environments, privacy, confidentiality, freedom from bias, non-interruption, fidelity in note-taking, observation skills, attentive listening, open-ended questioning, observations from family members) as identified by Hahnemann, Kent, Vithoukas and Robert	200	1	20	51	123	5	3.43	1	16	45	134	4	3.53	12.10
	States the fundamental components of homeopathic case analysis (e.g., models of analysis, main complaint, what needs to be cured, health histories, miasms, characteristic systems, SRPs, modalities, symptom intensity, obstacles to cure, repertorization, remedy differentials, confirmatory symptoms) as identified by Hahnemann, Kent, Vithoukas and Roberts	200	1	18	55	121	5	3.43	1	16	51	128	4	3.48	11.94
	Identifies and explains the principles of Hahnemannian homeopathy including Vital Force, Law of Similars, Totality of Symptoms, Provings, Minimum Dose, Single Remedy, and Potentization	200	0	20	72	107	1	3.41	0	12	75	110	3	3.44	11.73
	Identifies how projection can influence the client/practitioner	200	2	19	75	99	5	3.31	4	13	67	109	7	3.33	11.04

Domain	Task	N	Importance					Mean	Frequency					Mean I x Mean F	
			Response code						Response code						
			1	2	3	4	0		1	2	3	4	0		Mean
	relationship														
	Applies knowledge of homeopathic history and theory to all aspects of classical homeopathic practice	200	1	21	88	88	2	3.30	1	6	87	103	3	3.43	11.32
	Identifies and defines factors, both historical and current, that differentiate homeopathy and allopathy	200	3	30	76	90	1	3.26	2	29	73	94	2	3.27	10.65
	Relates how interviewing techniques are applicable to homeopathic case taking and follow-up	200	2	23	77	92	6	3.25	2	18	66	108	6	3.35	10.90
	Recognizes homeopathy's emerging role in the current spectrum of healthcare practices	200	1	31	89	78	1	3.20	2	20	80	94	4	3.28	10.49
	Identifies precautions for prescribing remedies for particular diseases and pathologies	200	4	28	82	83	3	3.19	4	29	60	104	3	3.29	10.48
	Explains the role provings play in the development of homeopathic remedies and cure	200	3	31	88	76	2	3.15	2	47	78	70	3	3.04	9.57
	Identifies the characteristics of the five major miasms (psoric, sycotic, syphilitic, tubercular, cancer)	200	4	39	78	75	4	3.08	8	39	67	82	4	3.06	9.43
	Identifies the potential pitfalls of keynote prescribing	200	5	39	97	56	3	2.98	6	39	76	76	3	3.08	9.19
	Explains how miasmatic theory relates to remedy selection	200	6	54	78	57	5	2.87	9	54	73	59	5	2.85	8.18
	Provides examples of primary and secondary actions of remedies	200	9	37	100	48	6	2.87	9	54	78	53	6	2.81	8.07

Domain	Task	N	Importance						Frequency						Mean I x Mean F
			Response code					Mean	Response code					Mean	
			1	2	3	4	0		1	2	3	4	0		
	States the theory of miasms from the perspective of classical homeopathic theory	200	5	61	77	54	3	2.86	10	57	72	58	3	2.86	8.19
	Lists the characteristics of a sound model for organizing and conducting a proving	200	15	45	82	52	6	2.78	27	74	45	47	7	2.46	6.84
	Lists the philosophers and authors, and their contributions, who have had major influences on classical homeopathic thought (e.g., Hahnemann, Kent, Hering, Vithoulkas, Roberts)	200	7	62	100	29	2	2.73	6	81	76	32	5	2.61	7.15
	Explains how Vithoulkas' hierarchy of symptoms and the intensity of symptoms relates to the possibility of homeopathic cure	200	14	69	84	30	3	2.61	20	68	70	38	4	2.58	6.74
	Cites the development of classical homeopathy and the social forces that have influenced its practice over its 200 year history	200	14	71	89	23	3	2.58	11	80	71	31	7	2.53	6.53
Materia Medica	Utilizes knowledge and understanding of materia medica to accurately and appropriately recommend homeopathic treatment	200	0	3	35	162	0	3.80	0	1	20	179	0	3.89	14.77
	Defines and gives examples of sensation, modality, SRP (Strange, Rare, or Peculiar), concomitant and general symptoms as they relate to remedies	200	2	24	72	100	2	3.32	2	28	63	105	2	3.33	11.08
	Identifies conditions/substances that may	200	2	25	77	94	2	3.29	1	24	65	108	2	3.37	11.07

Domain	Task	N	Importance					Mean	Frequency					Mean I x Mean F	
			Response code						Response code						
			1	2	3	4	0		1	2	3	4	0		
	antidote remedies														
	Lists commonly used remedies for first aid and acute cases	200	2	29	89	78	2	3.20	2	21	82	93	2	3.31	10.59
	Recognizes remedies that may have a similar action but are developed from substances originating from different kingdoms	200	5	32	84	75	4	3.09	5	31	87	73	4	3.08	9.52
	Identifies remedies that are commonly associated with the five major miasms	200	4	31	97	65	3	3.08	6	25	92	74	3	3.13	9.65
	Classifies the pace and depth of action of remedies	200	8	26	92	70	4	3.08	6	26	88	74	6	3.08	9.47
	Identifies the original source from which remedies are developed	200	1	44	103	51	1	3.00	2	21	101	74	2	3.20	9.61
	Identifies remedy relationships that follow well from acute to chronic or chronic to acute prescribing	200	9	46	70	73	2	3.00	10	45	70	71	4	2.95	8.86
	Defines complementary remedy relationships and cites common examples from the materia medica	200	6	41	88	62	3	2.99	7	39	82	69	3	3.03	9.05
	Identifies remedies that often follow well in a series	200	7	45	79	67	2	2.99	9	47	69	73	2	2.99	8.95
	Identifies remedies that are inimical to each other	200	8	41	81	67	3	2.99	10	42	74	71	3	2.97	8.89
	States the keynotes, primary indicators and affinities for the 155 remedies identified by the CHC for study	200	5	45	81	62	7	2.93	3	39	80	69	9	2.97	8.72
	Defines polychrest and lists remedies commonly considered polychrests	200	6	60	76	56	2	2.89	8	54	78	58	2	2.91	8.40
	Explains the roles of the FDA	200	6	63	79	48	4	2.80	8	75	63	50	4	2.73	7.63

Domain	Task	N	Importance						Frequency						Mean I x Mean F
			Response code					Mean	Response code					Mean	
			1	2	3	4	0		1	2	3	4	0		
	and the Homeopathic Pharmacopoeia of the United States in homeopathic remedy production														
	Defines nosode, sarcode, isopathy, tautopathy, tissue salt and provides example remedies for each	200	11	74	59	54	2	2.77	9	79	60	49	3	2.71	7.50
	Outlines the basic steps followed in producing remedies	200	5	78	75	39	3	2.71	4	64	84	44	4	2.79	7.56
	Explains the manufacturing of mother tincture and tituration	200	6	81	78	33	2	2.67	7	70	79	41	3	2.74	7.31
Repertory	Selects appropriate rubrics for identified symptoms	200	2	3	51	142	2	3.65	2	0	58	138	2	3.63	13.24
	Recognizes the potential bias inherent in the greater representation of well-proven versus less-well proven remedies in the repertory	200	4	11	76	105	4	3.38	4	9	63	121	3	3.47	11.71
	Explains how the number of rubrics selected for repertorization in a particular case and the number of rubrics selected to describe one symptom can affect the results of the repertorization process	200	5	21	68	102	4	3.28	7	23	59	107	4	3.29	10.78
	Defines medical and homeopathic terminology used in repertories	200	4	25	76	93	2	3.28	7	19	64	108	2	3.35	10.99
	Explains symbols, references and remedy grades used in repertories	200	5	29	79	84	3	3.19	7	30	62	98	3	3.23	10.31
	Utilizes a variety of repertories to assist in determining an appropriate remedy	200	1	42	84	73	0	3.14	1	22	94	83	0	3.29	10.32
	States the necessity of a	200	4	45	80	66	5	3.01	3	40	77	75	5	3.07	9.23

Domain	Task	N	Importance					Mean	Frequency					Mean I x Mean F	
			Response code						Response code						
			1	2	3	4	0		1	2	3	4	0		Mean
	repertory and explains the source of its content and historical development														
	Identifies organizational structure, hierarchical arrangement, strengths, and limitations in commonly used repertoires	200	10	45	77	62	6	2.90	13	33	81	68	5	2.96	8.60
	Distinguishes among the major repertory authors	200	9	63	77	46	5	2.76	12	53	70	60	5	2.84	7.85
Health Sciences	Recognizes the signs and symptoms of the need for urgent or emergency care and formulates a plan of action with the client based on that determination	200	0	10	32	158	0	3.73	0	25	25	150	0	3.62	13.52
	Recognizes the potential consequences associated with drug and substance withdrawal (both prescribed and self-administered)	200	1	4	55	137	3	3.61	2	5	34	155	4	3.67	13.25
	Identifies the restrictions/boundaries associated with altering regimens of medically prescribed medications	200	1	7	59	127	6	3.51	1	5	40	146	8	3.58	12.54
	Recognizes the common symptoms of conventional medically diagnosed diseases	200	0	11	74	113	2	3.48	0	6	61	130	3	3.57	12.43
	Identifies the range of normal physical, mental and emotional development for various ages	200	0	10	81	108	1	3.47	0	6	61	131	2	3.59	12.45
	Explains the role health histories play in homeopathic care	200	0	15	70	112	3	3.44	0	11	56	129	4	3.53	12.16
	Identifies significant	200	0	12	69	113	6	3.41	0	8	53	132	7	3.52	11.99

Domain	Task	N	Importance					Mean	Frequency					Mean I x Mean F	
			Response code						Response code						
			1	2	3	4	0		1	2	3	4	0		Mean
	components to include in health histories														
	Names the organ systems of the body and their major functions	200	2	20	72	104	2	3.38	2	14	60	121	3	3.46	11.69
	Uses common medical terminology appropriately	200	0	24	91	84	1	3.28	0	10	71	117	2	3.49	11.47
	Uses proper anatomical terminology to describe body components, body directions, surfaces and planes	200	0	31	81	85	3	3.23	1	21	69	106	3	3.36	10.87
	Recognizes commonly prescribed medications and their uses	200	1	34	85	78	2	3.18	1	15	89	91	4	3.31	10.52
	Is familiar with commonly used medical tests and reports	200	4	31	90	74	1	3.17	3	21	80	94	2	3.30	10.46
Ethics	Examines one's personal values, culture, beliefs and education in regard to race, age, gender, sexual orientation, cultural, national or ethnic origin, political or religious belief, and/or disability to prevent bias and prejudice in the client/practitioner and professional relationships.	200	0	1	65	132	2	3.91	0	2	39	157	2	3.64	14.22
	Provides accurate information to clients and the public regarding the homeopath's education, training, and certification status	200	0	6	51	143	0	3.89	0	1	15	184	0	3.68	14.33
	Reports case studies accurately, honestly and without distortion while protecting the confidentiality and privacy of the client.	200	0	0	38	158	4	3.82	0	4	12	182	2	3.97	15.15

Domain	Task	N	Importance						Frequency						Mean I x Mean F
			Response code					Mean	Response code					Mean	
			1	2	3	4	0		1	2	3	4	0		
	Does not engage in any inappropriate personal, sexual or financial interactions with the client	200	7	0	21	172	0	3.81	13	0	3	184	0	3.80	14.46
	Maintains professional and personal integrity in all client, peer, and public relationships	200	0	0	46	154	0	3.78	0	0	13	186	1	3.92	14.81
	Avoids treating clients if unable to safely and effectively treat due to one's own substance abuse or psychological or physical impairment	200	4	2	29	152	13	3.76	6	6	4	170	14	3.53	13.26
	Abides by the certified homeopath's code of ethics of the homeopathic profession and that of healthcare professions in general (CHC Code of Professional Ethics and Patient/Client Rights within the Health Care Setting)	200	0	0	48	151	1	3.74	0	0	12	186	2	3.90	14.59
	Refrains from making misleading statements or false advertising, including "guaranteeing a cure"	200	0	0	31	168	1	3.74	3	0	8	188	1	3.83	14.36
	Demonstrates respect for colleagues and other healthcare practitioners	200	0	1	66	132	1	3.73	0	0	28	171	1	3.85	14.37
	Acknowledges, respects and affirms the client as the authority on his/her own health and wellbeing, including that the client has the right to actively participate in any and all decisions regarding his/her health care as well as to refuse any recommendations made by	200	0	0	55	141	4	3.67	0	1	21	174	4	3.67	13.46

Domain	Task	N	Importance					Mean	Frequency					Mean I x Mean F	
			Response code						Response code						
			1	2	3	4	0		1	2	3	4	0		
	the homeopath														
	Safeguards private client information in all areas of homeopathic practice (CHC Code of Professional Ethics and Patient/Client Rights within the Health Care Setting)	200	0	0	29	169	2	3.66	0	0	6	194	0	3.82	14.00
	Refrains from making medical diagnoses, unless licensed to do so	200	3	5	42	147	3	3.66	5	3	21	168	3	3.74	13.69
	Establishes and maintains secure client records (paper/digital) in accordance with HIPPA privacy standards which includes the following: <ul style="list-style-type: none"> x contact information x demographics x signed consent/release/agreement forms x chief complaint x practitioner notes x health histories x medical tests/records (if available) x remedies recommended with potency and form x directions for remedy administration x dates administered x follow-up notes x client's general reaction to the remedy x observed changes in client's appearance, demeanor, body 	200	0	10	56	132	2	3.64	0	1	43	154	2	3.83	13.96

Domain	Task	N	Importance						Frequency						Mean I x Mean F
			Response code					Mean	Response code					Mean	
			1	2	3	4	0		1	2	3	4	0		
	<ul style="list-style-type: none"> language and physical characteristics x review of presenting symptoms and identification of changes x new or previously unreported symptoms x decisions regarding "new" symptoms (accessory remedy symptoms or a return of former "old" symptoms) x mental/emotional states x head-to-toe physical symptoms x next steps 														
	Recognizes when one's experience or training is limited and makes referrals to other appropriate practitioners	200	0	3	63	134	0	3.58	0	10	46	144	0	3.67	13.12
	Recognizes when there may be a personal or professional conflict of interest and makes referrals to other appropriate practitioners	200	0	4	74	119	3	3.55	1	15	40	140	4	3.55	12.62
	States the principles of professionalism, ethics, and client rights in homeopathic care	200	0	16	55	127	2	3.54	3	12	26	156	3	3.65	12.93
Core Elements of Classical Homeopathic Practice	Maintains confidential client records	200	0	0	22	178	0	3.89	0	0	3	197	0	3.98	15.50
	Maintains an atmosphere conducive to mutual respect and open communication between client and homeopath	200	0	1	52	147	0	3.73	0	1	16	183	0	3.91	14.57
	Asks open-ended questions	200	0	3	56	141	0	3.70	0	0	62	138	0	3.70	13.71

Domain	Task	N	Importance					Mean	Frequency					Mean I x Mean F	
			Response code						Response code						
			1	2	3	4	0		1	2	3	4	0		
	that do not judge or lead the client														
	Acknowledges and respects the client's culture, beliefs, values and customs	200	0	1	61	137	1	3.67	0	0	32	168	0	3.84	14.09
	At all appropriate stages in the homeopathic process, provides clear written and verbal explanations to the client for														
	<ul style="list-style-type: none"> x obtaining remedies x taking remedies (form, frequency and succussion) x possible reactions to remedies x methods for reporting reactions x processes for asking questions x processes for responding to questions and concerns x timing and scheduling of follow-ups 														
	next steps in the homeopathic process	200	0	4	55	140	1	3.67	0	3	45	152	0	3.74	13.71
	Takes clear, coherent notes in the client's own words.	200	0	3	61	136	0	3.66	0	2	49	149	0	3.73	13.65
	Employs active listening techniques in case consultations and when communicating with clients	200	0	1	54	142	3	3.66	0	0	38	159	3	3.75	13.71
	Establishes a secure, professional and confidential environment for consultations	200	0	3	75	122	0	3.61	0	0	49	151	0	3.76	13.55

Domain	Task	N	Importance					Mean	Frequency					Mean I x Mean F	
			Response code						Response code						
			1	2	3	4	0		1	2	3	4	0		Mean
	that is quiet, accessible and distraction-free														
	Encourages the client to describe his/her health concerns without interruption	200	0	8	69	123	0	3.58	0	0	72	128	0	3.64	13.03
	Uses a broad set of reference tools to enhance knowledge in all areas related to homeopathic practice: <ul style="list-style-type: none"> x homeopathic remedies, materia medica x homeopathic provings, clinical studies, research x alternative/integrative methodologies x diseases, pathologies, symptoms x medical tests, reports 	200	0	8	72	119	1	3.56	0	3	55	141	1	3.69	13.14
Homeopathic Case Taking	Observes and records mental and/or emotional symptoms pertaining to the client's personality and behavior	200	0	3	50	147	0	3.72	0	0	29	171	0	3.85	14.35
	Observes client's appearance, demeanor, non-verbal expressions or body language as well as observable physical characteristics such as condition of skin, pallor, odor, signs of inflammation, injury or shock	200	0	4	55	141	0	3.70	0	2	29	169	0	3.84	14.19
	Explores possible initiating causes of complaints such as suppression, prescriptions, emotions, injuries, exposure,	200	0	3	56	141	0	3.70	0	1	36	163	0	3.82	14.12

Domain	Task	N	Importance					Mean	Frequency					Mean I x Mean F	
			Response code						Response code						
			1	2	3	4	0		1	2	3	4	0		Mean
	surgeries and/or infections														
	Explores location, sensation, modalities, concomitants, times, and etiology of physical symptoms	200	1	5	55	139	0	3.66	1	1	35	163	0	3.80	13.90
	Meets with the client to determine health concerns, symptoms and characteristics	200	0	6	48	144	2	3.66	0	1	35	162	2	3.77	13.79
	Elicits general symptoms such as sleep patterns, weather preferences, menstrual history, environmental and occupational stressors, thirst, and food preferences	200	1	7	62	130	0	3.61	1	3	37	159	0	3.77	13.59
	Identifies and applies case taking techniques to accommodate differences in age (children, young adults, adults and seniors) and culture or ethnicity	200	0	8	65	127	0	3.60	0	1	38	160	1	3.78	13.63
	Identifies and applies interviewing techniques for loquacious/rambling clients and encourages discourse from "closed" or frightened clients or those who have difficulty expressing themselves	200	0	8	65	127	0	3.60	0	3	51	146	0	3.72	13.40
	Explores any obstacles to cure that may influence the case	200	0	10	65	125	0	3.58	0	2	58	140	0	3.69	13.21
	Clarifies unfamiliar vocabulary, expressions, slang, colloquialisms used by the client in his/her description of symptoms	200	0	9	69	122	0	3.57	0	3	45	152	0	3.75	13.38
	Discusses any environmental and/or occupational health	200	0	18	85	97	0	3.40	0	9	72	119	0	3.56	12.10

Domain	Task	N	Importance					Mean	Frequency					Mean I x Mean F	
			Response code						Response code						
			1	2	3	4	0		1	2	3	4	0		Mean
	stressors														
	Provides pre-consultation information and forms to the client that include														
	<ul style="list-style-type: none"> x a description of the framework of the practice x health benefits of homeopathy x safety of homeopathic remedies x nature of disease from a homeopathic perspective x the homeopathic process x methods for communication between visits x full disclosure of the homeopath's training and credentials x fee schedules x methods of payment x consent for audio or videotaping (if applicable) x releases for consultation or supervision (if applicable) x parental consent for minors (if applicable) x emergency contacts x client rights 														
	health histories	200	1	17	80	101	1	3.39	2	10	57	130	1	3.56	
	Elicits and reviews "head to toe" symptoms	200	2	25	70	103	0	3.38	2	16	61	120	1	3.48	11.74
	Clarifies information from the medical history and/or medical	200	0	23	93	84	0	3.32	0	10	74	116	0	3.54	11.75

Domain	Task	N	Importance					Mean	Frequency					Mean I x Mean F	
			Response code						Response code						
			1	2	3	4	0		1	2	3	4	0		Mean
	reports														
	Ascertains client's reaction(s) to past and current medications and/or other healing therapies, herbs, over-the-counter medications, skin care products and/or supplements	200	1	26	88	85	0	3.30	0	12	76	112	0	3.50	11.54
	Records timeline, from birth to present, of client's and family significant life events (physical, mental, emotional, social and environmental)	200	2	28	80	90	0	3.29	3	18	78	101	0	3.39	11.16
	Explores client's use of coffee, tea, herbs, alcohol and/or recreational drugs	200	1	30	95	74	0	3.22	1	8	81	110	0	3.51	11.30
	Obtains observations from family members or caregivers of the client's health condition, if appropriate	200	3	35	99	63	0	3.11						3.15	9.78
Initial Homeopathic Case Analysis	Distinguishes what needs to be cured in the case	200	0	1	39	160	0	3.80	0	1	27	172	0	3.85	14.63
	Identifies the main complaint in the case	200	0	1	49	150	0	3.75	0	0	14	186	0	3.93	14.73
	Selects the best-fit remedy based on the totality of the symptom picture	200	0	4	51	145	0	3.70	0	1	40	159	0	3.79	14.02
	Differentiates among remedies with similar symptom pictures	200	1	4	54	141	0	3.68	1	2	32	165	0	3.80	14.00
	Identifies Strange, Rare and Peculiar (SRP) symptoms	200	1	5	52	142	0	3.68	1	5	35	159	0	3.76	13.81
	Ascertains the strength of the vital force by considering factors such as age, severity of symptoms, current medications, known pathologies and sensitivities	200	0	9	50	141	0	3.67	0	2	40	158	0	3.78	13.88

Domain	Task	N	Importance						Frequency						Mean I x Mean F
			Response code					Mean	Response code					Mean	
			1	2	3	4	0		1	2	3	4	0		
	Differentiates whether a case is acute or chronic	200	0	8	52	140	0	3.66	0	1	24	175	0	3.87	14.17
	Identifies modifying characteristics of important symptoms such as location, sensation, modalities, times of aggravation or amelioration, onset, and concomitants	200	1	3	61	135	0	3.65	1	1	43	155	0	3.76	13.71
	Ascertains the intensity of symptoms	200	0	6	65	129	0	3.63	0	1	42	157	0	3.78	13.69
	Examines any possible obstacles to cure and/or maintaining causes	200	1	5	67	127	0	3.60	0	3	56	141	0	3.69	13.29
	Studies timeline information to identify conditions/events that mark the onset of symptoms and correlate to the etiology of symptoms	200	0	12	70	118	0	3.54	1	4	48	147	0	3.71	13.13
	Uses confirmatory symptoms from the case to identify the best-fit remedy	200	1	10	67	121	1	3.53	1	4	62	132	1	3.61	12.73
	Identifies any common symptoms of reported diseases	200	3	13	68	116	0	3.50	1	6	58	134	1	3.61	12.65
	Applies well-accepted models of case analysis appropriately (e.g., essence, hierarchy of symptoms, identification of themes)	200	0	8	87	105	0	3.49	0	1	56	143	0	3.71	12.98
	Selects a set of rubrics that accurately fits the characteristic symptoms of the case	200	2	13	65	119	1	3.49	2	4	67	126	1	3.57	12.49
	Ascertains the most characteristic symptoms of the case and ranks symptoms from most to least vital	200	2	18	69	111	0	3.45	2	10	64	124	0	3.55	12.25
	Studies and compares the 4-5	200	2	21	73	104	0	3.41	2	9	62	127	0	3.58	12.19

Domain	Task	N	Importance					Mean	Frequency					Mean I x Mean F	
			Response code						Response code						
			1	2	3	4	0		1	2	3	4	0		Mean
	best-fit remedies to identify the single best-fit remedy for the case														
	Repertorizes symptoms to assist in determining an appropriate remedy	200	1	18	81	100	0	3.40	2	4	83	111	0	3.51	11.92
	Matches the seat of action (i.e. organ affinities and/or pathologies) and the pace of action (i.e., slow vs. fast acting) of the remedy to the client	200	5	23	77	95	0	3.32	4	14	74	106	2	3.39	11.23
	Considers the potential impact of the miasmatic aspects of the family and client's history on the case	200	2	26	83	89	0	3.30	2	15	80	103	0	3.42	11.28
	Selects 4-5 best-fit remedies from the repertorization of the symptom totality	200	3	28	83	86	0	3.27	3	11	81	105	0	3.44	11.24
	Makes reasonable prognoses based on all factors related to the case	200	2	21	92	83	2	3.26	1	9	79	107	4	3.42	11.14
	Groups related symptoms	200	1	27	90	80	2	3.24	0	6	92	99	3	3.42	11.09
	Considers factors such as miasm, kingdom, source and synthetic remedies for tie-breaking when there are multiple good options	200	6	30	69	94	1	3.23	5	19	75	100	1	3.32	10.73
	Applies information from medical histories, medical tests, and allopathic diagnoses to understanding the case	200	0	46	76	77	1	3.16	0	11	97	92	0	3.41	10.79
	Calculates (manually or with a software program) the probability that a particular remedy will match the case symptom picture by taking into	200	5	40	82	71	2	3.08	5	21	83	89	2	3.27	10.09

Domain	Task	N	Importance						Frequency						Mean I x Mean F
			Response code					Mean	Response code					Mean	
			1	2	3	4	0		1	2	3	4	0		
	consideration the number of symptoms matched as well as the grade (weight) of the remedies within a particular set of rubrics														
	Combines rubrics appropriately to describe single symptoms	200	5	41	94	60	0	3.05	4	17	99	77	3	3.22	9.81
Posology	Selects an individualized remedy potency based on factors such as client's strength of vital force, age, gender, type and severity of symptoms, individual sensitivities and susceptibilities, current medications or other treatments	200	0	3	63	134	0	3.66	0	1	34	165	0	3.82	13.98
	Determines the frequency of repetition, if applicable	200	0	6	75	119	0	3.57	0	0	36	164	0	3.83	13.68
	Identifies possible outcomes of administering a remedy too frequently or too infrequently	200	0	9	61	127	3	3.54	0	7	46	143	4	3.61	12.78
	Identifies the possible outcomes of administering a correct remedy but in a potency too high or too low	200	0	9	71	117	3	3.49	0	11	52	134	3	3.57	12.47
	Identifies the various potencies in which homeopathic remedies are manufactured (i.e., C, X, M, Q, LM) and the use of each)	200	0	14	66	118	2	3.49	0	8	43	147	2	3.66	12.76
	Identifies precautions when prescribing potencies for particular diseases and pathologies	200	0	19	67	112	2	3.43	0	12	55	131	2	3.56	12.21
	Determines the most appropriate form of	200	0	21	81	98	0	3.40	0	4	51	145	0	3.71	12.63

Domain	Task	N	Importance						Frequency						Mean I x Mean F
			Response code					Mean	Response code					Mean	
			1	2	3	4	0		1	2	3	4	0		
	administration such as globules, powder, liquid, olfactory, topical														
	Identifies and compares directions for administering and/or succussing various potencies and forms	200	2	13	74	106	5	3.38	2	7	59	127	5	3.50	11.81
	Identifies and compares the various forms by which homeopathic remedies can be administered (e.g., globules, liquid, powder, olfactory, topical, or aqueous dilution)	200	0	33	84	80	3	3.19	1	23	62	110	4	3.38	10.76
	Articulates the circumstances (e.g., age, sensitivity, condition, nature of the remedy) in which different potencies are suitable or recommended by various authors	200	3	28	84	80	5	3.16	2	26	68	100	4	3.29	10.39
Follow-up and Case Management	Determines whether or not the remedy acted	200	0	1	30	169	0	3.84	0	0	11	189	0	3.95	15.17
	Determines whether to wait, repeat the remedy, repeat the remedy in a different potency, change the form or frequency of administration, change the remedy or retake the case	200	0	1	33	166	0	3.83	0	0	12	188	0	3.94	15.09
	Inquires about the status of the presenting (main/chief) complaint	200	0	3	41	156	0	3.76	0	2	12	186	0	3.92	14.75
	Ascertains the client's general reaction to the remedy (e.g., sense of well-being, energy, sleep patterns)	200	0	2	45	153	0	3.76	0	0	12	188	0	3.94	14.81
	Re-evaluates and adjusts treatment plans and	200	0	1	52	147	0	3.74	0	2	21	176	1	3.86	14.43

Domain	Task	N	Importance					Mean	Frequency					Mean I x Mean F	
			Response code						Response code						
			1	2	3	4	0		1	2	3	4	0		Mean
	prognoses, as needed														
	Evaluates and monitors client's progress on the recommended remedy	200	0	1	54	145	0	3.73	0	1	33	166	0	3.82	14.26
	Reviews the presenting symptoms with the client to identify any changes	200	0	4	47	149	0	3.73	0	1	25	174	0	3.86	14.41
	Accurately assesses and manages potentially challenging aspects of cases such as homeopathic aggravations, anti-doting, obstacles to cure, suppression, return of old symptoms, and/or accessory symptoms	200	0	2	53	145	0	3.72	0	0	51	149	0	3.76	13.98
	Determines whether "new" symptoms are accessory remedy symptoms or a return of former "old" symptoms	200	0	6	44	150	0	3.72	0	1	33	166	0	3.83	14.26
	Inquires about any symptoms that appear to be "new" or previously unreported	200	0	5	51	144	0	3.70	0	1	31	168	0	3.84	14.19
	Applies all aspects of effective case taking and case analysis to follow-up and case management processes	200	0	2	59	139	0	3.69	0	0	44	156	0	3.79	13.98
	Ascertains when (or if) the client began taking the remedy and the frequency taken	200	0	3	55	142	0	3.69	0	1	24	175	0	3.87	14.29
	Determines whether the case is moving in the direction of cure (Hering's Law)	200	0	8	59	133	0	3.62	0	2	43	155	0	3.77	13.63
	Observes changes in the client related to appearance, demeanor, body language as well as in physical	200	0	8	67	125	0	3.59	0	3	42	155	0	3.76	13.51

Domain	Task	N	Importance					Mean	Frequency					Mean I x Mean F	
			Response code						Response code						
			1	2	3	4	0		1	2	3	4	0		Mean
	characteristics such as color of orifices, complexion, odors or signs of inflammation or injury														
	Manages client's urgent conditions and acute illnesses while treating the chronic case	200	1	9	71	119	0	3.53	0	6	56	138	0	3.66	12.91
	Reviews mental/emotional states and "head to toe" physical symptoms	200	0	10	75	114	1	3.51	0	6	62	132	0	3.63	12.71
	Reviews client's records from the original and previous consultations	200	0	14	81	105	0	3.45	0	3	68	129	0	3.62	12.50
	Requests allopathic summaries, test results, if appropriate	200	3	48	81	66	2	3.03	4	32	78	85	1	3.21	9.73
Continuing Professional Development	Seeks and develops competencies for continued growth in professional skills and abilities	200	0	7	62	131	0	3.62	0	2	40	158	0	3.78	13.69
	Manages office practices and procedures to ensure optimum client communication and safety	200	0	7	96	96	1	3.44	0	0	57	141	2	3.67	12.62
	Attends educational and professional activities that enhance and improve homeopathic practice	200	1	15	80	104	0	3.43	1	12	69	118	0	3.52	12.07
	Recognizes and utilizes self-reflection to assess areas of strength and weakness in one's homeopathic professional practice	200	0	21	85	94	0	3.36	0	14	78	108	0	3.47	11.69
	Seeks and maintains national certification as a homeopath	200	1	24	67	105	3	3.35	3	3	20	168	6	3.72	12.49
	Acknowledges the benefits of national certification in classical	200	3	23	66	105	3	3.33	2	11	43	137	7	3.49	11.63

Domain	Task	N	Importance					Mean	Frequency					Mean I x Mean F	
			Response code						Response code						
			1	2	3	4	0		1	2	3	4	0		Mean
	homeopathy														
	Outlines the steps and requirements for obtaining and maintaining national certification in classical homeopathy	200	4	26	71	96	3	3.27	3	21	44	125	7	3.39	11.07
	Identifies strategies (e.g., conferences, seminars, study groups, schooling) for promoting strengths and addressing weaknesses of one's training and practice	200	1	21	102	75	1	3.24	2	15	88	93	2	3.33	10.78
	Shares personal/professional expertise and experience with other professional homeopaths	200	3	29	103	64	1	3.13	5	29	92	73	1	3.15	9.83
	Reflects upon one's practice by evaluating data such as remedy results, the proportion of returning clients, referrals, and/or client satisfaction	200	5	29	105	61	0	3.11	4	27	90	78	1	3.20	9.96
	Contributes to the homeopathic profession through activities such as presenting at conferences, conducting research, writing articles, teaching, supervising, leading a study group, conducting a proving or advocating for homeopathy in the public sector	200	2	43	90	65	0	3.09	5	41	80	72	2	3.09	9.56
	Seeks regular peer/supervisory support/feedback in an effort to broaden one's knowledge base	200	11	45	86	57	1	2.93	15	51	76	57	1	2.85	8.35
	Establishes networks with colleagues for case-review	200	10	43	103	43	1	2.87	14	56	82	45	3	2.75	7.89
	Identifies the components of	200	5	54	89	47	5	2.84	6	51	84	53	6	2.85	8.10

Domain	Task	N	Importance					Mean	Frequency					Mean I x Mean F	
			Response code						Response code						
			1	2	3	4	0		1	2	3	4	0		
	and develops a business plan														
	Seeks opportunities for and provides volunteer service to the homeopathic community	200	11	51	101	36	1	2.80	16	54	83	45	2	2.76	7.72