



How to Become an IAOM Certified Orofacial Myologist (COM®)

*This document provides an overall outline of the process.
Detailed instructional handouts are provided on the IAOM website, member section.*

COM® denotes a mastery level in the of treatment of orofacial myofunctional disorders and is meant to be awarded after accomplished clinical experience

Step 1:

- 🍏 Complete an IAOM-Approved 28-hour Certification-Track Course

Step 2:

- 🍏 Join the IAOM as an “Active Member”. The application is available on the www.iaom.com website at: <http://www.iaom.com/join-iaom/>. You will be required to submit the following with your application for membership:
 - Copy of your professional license
 - Copy of your Certificate of Completion from an IAOM-approved 28-hour Certification Track Course
 - \$175.00 application fee (a \$20 discount is given, if joining within 2 months, of completing the course). A promo code will be given to you as you fill out the application for this discount. ***Note:** The membership is renewed, no matter what month you join, in March of the following year.

Step 3:

- 🍏 Begin implementing what you have learned by developing a caseload! You will need experience in the assessment and treatment of orofacial myofunctional disorders *prior* to starting the certification process. It will be required that you have taken at least 2 patients *aged 4 years or older* through a *complete* program before seeking certification. It is expected that, while you are working to reach this milestone, you have other patients in various stages on your caseload (i.e. 2 single patients do not provide enough experience to successfully reach COM® status). To reiterate, each case study should be centered on a patient who is 4 years or older that has completed an entire orofacial myofunctional program (i.e. from initial assessment through a maintenance program which demonstrates/shows habituation.) Case Studies must be cases started no further back than 2 years prior to submitting to the BOE. The candidate is expected to complete case studies *independently*, and not under the wings of an experienced COM® or other clinician so that the *candidate's* knowledge and skills can be properly assessed for certification. Further, the candidate is responsible for taking all their own measurements (i.e. baseline, follow-up, etc.) and photos. These measurements/photos should *not* be from the dentist, orthodontist, parent, another clinician, etc. Clinicians working solely via telehealth at this time will not be able to fully meet the requirements of the case studies (e.g. take good quality pre- and post- pictures, physical measurements, etc. that must be taken by the candidate, and other aspects that are only gained through in-person sessions) or to fully prepare for what is required in the onsite evaluation. We respect the right of clinicians to choose telehealth as their sole platform for therapy during this pandemic and remind those clinicians that they have up to 5 years from the time they finished their IAOM Certification Track Course to start the certification process by applying for certification through application and the submission of two case studies. This must be submitted by the 5-year mark of having completed the initial 28-hour IAOM Certification Track Course.

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- 🍏 Make note that you have 5 years from the completion of your IAOM-approved 28-hour certification track course to apply for certification and submit your two case studies. If you submit your certification application and case studies pass the 5 year date of your initial 28-hour IAOM Certification Track Course, you will need to take another IAOM-approved 28-hour certification track course.
- 🍏 Once you *consider interest in seeking certification*, contact the IAOM Mentoring Committee – mentoring@iaom.com for valuable support in preparing for and engaging in the process. This can be done at any time, including prior to submitting your COM® application.

Step 4:

- 🍏 Submit an application for COM® Certification ~ **Your IAOM Membership dues must be current.**
 - Complete the 3-page application found via the IAOM website at https://www.iaom.com/wp-content/uploads/2020/09/IAOM-Certified-Orofacial-Myologist_COM_-_Application-2.pdf. Email the completed application, a copy of your professional license, and a copy of your Certificate of Completion from an IAOM-approved 28-hour Certification Track Course to the Executive Coordinator at info@iaom.com.
 - The Executive Coordinator will invoice you (to the email you provided on your original certification application) for the \$175.00 application fee.
 - Submit two case studies within 5-years of your initial 28-hour IAOM Certification Track Course. Your two case studies will be reviewed by the BOE to BOE@iaom.com to ensure you are clinically ready to start the certification process. Once **both** cases studies are passed (typically evaluated within 4 weeks of submission); proceed to Step 5, the written exam.

Step 5: Written Exam

- 🍏 Complete the written exam: candidate has 6 months to complete the objective and essay portions. If both portions are passed with an 80% or higher score, proceed to Step 6, the On-Site visit. If the candidate does not pass the written exam, they must restart the process, starting with payment of the \$175.00 and taking a new written exam. Candidates who completed their IAOM-approved 28-hour Certification track course more than 5 years ago, must take another IAOM certification track course before restarting the certification process.

Step 6: On-Site

ALERT - TEMPORARY MODIFICATION OF ON-SITE: Given the current COVID pandemic the BOE will allow On-Site visits to be conducted in real time with all patients' sessions, *except* for new patient assessments, via telehealth using SecureVideo. The new patient assessment portion of the On-Site must still be completed in-person. Candidates are allowed to use family members for the in-person assessment.

- 🍏 Note that the Candidate has **2 years from the time notified of passing the written exam to complete the On-Site visit with an assigned BOE Examiner**. The On-Site can be completed “on location”, with travel expenses paid by the candidate, **OR** remotely via SecureVideo Telehealth, with either option requiring the candidate to be in-person with their patients. The candidate should prepare up to 3 hours of recorded sessions, in the event extenuating circumstances preclude the patient from making their scheduled appointment for the onsite.

- 🍏 Prior to the steps below, carefully review procedures for the On-Site visit to ensure you

- 🍏 Prior to the steps below, *carefully review procedures for the On-Site visit* to ensure you have an adequate caseload to demonstrate the required knowledge and skills. This information is on the IAOM website, member section.
- 🍏 Submit completed “On-Site Proficiency Query” form to BOE@iaom.com at least 4 months prior to your On-site due date. This form asks you about your practice and clinical processes, including a habit elimination program.
- 🍏 Once the Query is approved, the On-Site can be scheduled. The On-site process is to be completed, in its entirety, within 90 days of the Query approval.
- 🍏 Payment of On-Site fees is: \$600 for the SecureVideo option or \$350 plus expenses for the Examiner on-location option. Contact the Executive Coordinator at info@iaom.com for invoice/payment. Payment must be received prior to the On-Site visit.
- 🍏 If Examiner on-location option is chosen, make arrangements with the On-Site examiner to reimburse expenses incurred for traveling to your location. This includes transportation, lodging, and meals.
- 🍏 Hold the On-Site visit per all guidelines in the document, Instructions: COM® Candidate On-Site, available on the IAOM website, member section.
- 🍏 The BOE Chairs will notify the candidate of On-Site results after receipt of the Examiner’s scoring. Successful completion of the On-Site visit will result in certification as an IAOM Certified Orofacial Myologist (COM®)!
- 🍏 Every IAOM Certified Orofacial Myologist (COM®) is required to obtain 20 hours of related continuing education every two years to maintain COM® status.

In-depth details about each step are available on the IAOM website, member section

~PLEASE NOTE: The IAOM BOE is “closed” the last 2 weeks of December and the week of July 4th. You are welcome to send emails / submit certification requirements during these times; however, responses will be deferred due to these holiday breaks.

Adopted October 2020