



**Fédération
québécoise
des massothérapeutes
agréés**

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Recognition of competencies acquired through

PROFESSIONAL EXPERIENCE

Support document drafted by the

Fédération québécoise des massothérapeutes

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The recognition of competencies developed through professional experience is a personalized FQM service made available to registered massage therapists intent on gaining recognition for their professional experience. This recognition is obtained for purposes of receiving an exemption on massage therapy training hours and thus accelerating the process of acquiring the 1,000 hours needed to receive the title of certified massage therapist. It is important to mention that the FQM applies the same principles and conditions for prior learning recognition that are used by teaching establishments recognized by the Ministère de l'Éducation.

Advantages

There are considerable advantages attached to the recognition of competencies developed through professional experience. By being exempt from training hours thanks to your experience, you can shorten your studies and thus accelerate your path to the required 1,000 training hours.

General conditions

- The professional experience recognition process can be undertaken at any time during your professional development as a massage therapist and member of the FQM.
- The maximum hours awarded as part of this process is **200 hours**.
- The experience acquired must correspond to the knowledge and competencies set out in the [Québec massage therapy model](#).

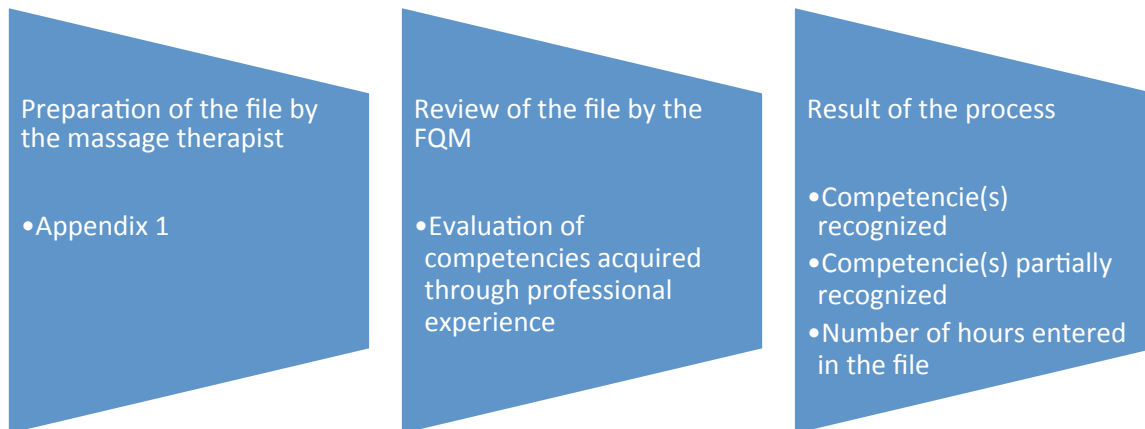
Our team is there to support you

You can start preparing your file now by sending your documentation to reconnaissance@fqm.qc.ca. We will begin processing your applications on November 1, 2019. Thank you for your understanding in regards to processing times, as we expect to receive a high volume of files. We will do everything in our power to ensure that they are processed effectively and rigorously. For further information, please contact Jean-François Audet at 1-800-363-9609, extension 227, or at jean-francois.audet@fqm.qc.ca

Steps to follow in order to validate your prior experience

1. Compile a professional portfolio including accurate written proof of your mastery of competencies (see Appendix 1).
2. Forward your file for validation of acquired competencies to reconnaissance@fqm.qc.ca
3. Where required, the FQM reserves the right to request a supervised test for purposes of validating specific competencies in the application of massage therapy techniques.

Explanatory table on the process of recognizing professional experience



*A maximum of **200 hours** will be awarded as part of this process.

Principles applied to the recognition of professional experience

- **Equality:** Acting in consideration of the fact that each candidate is entitled to the same treatment.
- **Fairness:** Acting with fairness by taking into account the differences and diversity of individual experiences.
- **Objectivity:** Acting impartially and without prejudice, in a way that reflects reality.
- **Validity:** Evaluating prior experience based on sufficient proof in order to ensure the quality and relevance of the competencies acquired.
- **Transparency:** Clearly communicating decision-making criteria.

Fees

- Review of the file: free of charge
- Supervised practice session, if deemed necessary (2 hours)¹: \$100

¹ For quality management purposes, the FQM reserves the right to request a supervised practice session in order to validate certain competencies in the application of massage therapy techniques.

APPENDIX 1

Examples of documents to include in a professional portfolio

To create your file, we invite you to provide documents and proof concerning your professional experiences and non-accredited training, thus demonstrating your competencies and mastery of the knowledge and/or massage techniques based on the [Québec massage therapy model](#). Cited below are examples of documents to provide.

1. Certificate, course transcript or proof of training not recognized by the FQM
2. Course outline or training manual
3. Stage report:
 - Document generally remitted to a stage supervisor, demonstrating knowledge acquired during a stage in a practice environment
4. PowerPoint presentation:
 - Learning support document produced by a trainer to support the person in training
5. Proof of teaching or training assistance (e.g., letter, certificate or official confirmation)
6. Document demonstrating how a training course was designed or taught, or learning exercises
7. Letter of recommendation attesting to professional competencies:
 - Letter of appreciation attesting to the massage therapist's strengths in relation to the work carried out
 - The letter of recommendation may be provided by an employer, colleague, collaborator, trainer, expert, client, etc.
8. Description of duties performed in the work environment:
 - The description of duties explains the work performed both by the employee and the self-employed worker. It describes the person's activities, responsibilities and competencies.

9. Training completed in a work environment:

- A letter, confirmation or attestation from an employer specifying that training was completed in a work environment

10. Performance evaluation:

- Document detailing the results of an employee's performance evaluation. In general, performance evaluations are based on the progress made in relation to the objectives established and the competencies to master in a given work context.

Other documents that may be provided:

1. Letter confirming expert support in a work environment
2. Coaching or mentorship plan
3. Certification obtained
4. Evaluation report
5. Research project