



## Massage Therapy Program Clinical Procedures

### POLICY STATEMENT

Delgado Community College's Massage Therapy Program offers academic and clinical education in the practice of therapeutic massage. Upon successful completion, students are eligible to take the Massage and Bodywork Licensing Exam (MBLEx). The program includes three clinical courses—MSTH 151, Massage Therapy Clinical I, MSTH 152, Massage Therapy Clinical II, and MSTH 153, Massage Therapy III.

Massage Therapy Clinicals I, II, and III are supervised clinical education for the students and they provide opportunity for clinical training with members of the public. These clinical courses are operated in accordance with Louisiana Revised Statute Title 37, Chapter 57, *Massage Therapists and Establishments*, and the Louisiana Board of Massage Therapy, Title 46, *Professional and Occupational Standards*. Specific information and procedures are outlined further in this document.

### PROCEDURES AND SPECIFIC INFORMATION

#### 1. Definitions

In accordance with Louisiana Revised Statute Title 37:3552, the following definitions apply:

- A. "Massage therapist" means an individual who practices or administers massage therapy to a patron of either gender for compensation. The term shall include a therapeutic massage practitioner, massage technician, masseur, masseuse, or any derivation of those titles.
- B. "Massage therapy" means the manipulation of soft tissue for the purpose of maintaining good health and establishing and maintaining good physical condition. The term shall include effleurage (stroking), petrissage (kneading), tapotement (percussion), compression, vibration, friction, (active/passive range of motion), Shiatsu, and acupressure, either by hand, forearm, elbow, foot, or with mechanical appliances for the purpose of body massage. Massage therapy may include the use of lubricants such as salts, powders, liquids, creams, (with the exception of prescriptive or medicinal creams), heat lamps, whirlpool, hot and cold pack, salt glow, or steam cabinet baths. It shall not include electrotherapy, laser therapy, microwave, colonic therapy, injection therapy, or manipulation of the joints. Equivalent terms for massage therapy are massage, therapeutic massage, massage technology, Shiatsu, body work, or any derivation of those terms.

- C. "Therapy" and "therapeutic" shall not include diagnosis, the treatment of illness or disease, or any service or procedure for which a license to practice medicine, chiropractic, physical therapy, or podiatry is required by law.
- D. "Massage therapy instructor" means an individual who is licensed as a massage therapist, who possesses credentials satisfactory to the State of Louisiana Board of Massage Therapy and who meets criteria established by the Board.
- E. "Student massage therapist" means an individual who is enrolled in the Delgado Community College Massage Therapy Program Clinical I, II, or III.
- F. "Client" means an individual who is receiving massage therapy from a Delgado massage therapy instructor or student.
- G. "Drape" means towels, gowns, or sheets used to cover clients while massage therapy is being delivered.

## 2. **Code of Ethics**

Students and instructors involved in the clinical instruction of the Delgado Massage Therapy Program operate in accordance with the following established "Code of Ethics" of the Louisiana Board of Massage Therapy. Students and instructors are expected to:

1. Represent their qualifications honestly, including education and professional affiliations, and provide only those services which they are qualified to perform.
2. Accurately inform clients, other health care practitioners, and the public of the scope and limitations of their discipline.
3. Acknowledge the limitations of and contraindications for massage and bodywork and refer clients to appropriate health professionals.
4. Provide therapy only where there is reasonable expectation that it will be advantageous to the clients.
5. Consistently maintain and improve professional knowledge and competence, striving for professional excellence through regular assessment of personal and professional strengths and weaknesses and through continued education training.
6. Conduct their business and professional activities with honesty and integrity and respect the inherent worth of all persons.
7. Refuse to discriminate against clients or other ethical health professionals.

8. Safeguard the confidentiality of all client information, unless disclosure is required by law or court order, or is deemed necessary for the protection of the public.
9. Respect the client's right to therapy with informed and voluntary consent.
10. Respect the client's right to refuse, modify, or terminate therapy regardless of prior consent given.
11. Exercise the right to refuse to treat any person or part of the body for just and reasonable cause.
12. Refrain, under all circumstances, from initiating or engaging in any romantic or sexual conduct, sexual activities, or sexualizing behavior involving a client, even if the client attempts to sexualize the relationship.
13. Respect the client's boundaries with regard to privacy, disclosure, exposure, emotional expression, beliefs, and the client's reasonable expectations of professional behavior. Practitioners will respect the client's autonomy.

### 3. **Professional and Occupational Standards**

The clinical component of the Delgado Massage Therapy Program operates in accordance with the [Professional and Occupational Standards](#) established by the Louisiana Board of Massage Therapy. Specifically, the following standards and requirements are followed.

#### A. **Safety and Sanitary Requirements**

The Delgado Massage Therapy Program clinic is maintained in a safe and sanitary manner and has adopted the *Safety and Sanitary Requirements*, Chapter 25:2501A of Title 46, Board of Massage Therapy. As follows, the program will:

1. Comply with all state and local building fire and safety code requirements.
2. Provide for safe and unobstructed human passage in the public areas of the premises, removal of garbage and refuse and safe storage or removal of flammable materials.
3. Maintain on the premises a fire extinguisher in good working condition;
4. Exterminate all vermin, insects, termites, and rodents on the premises;
5. Maintain all equipment used to perform massage services on the premises in a safe and sanitary condition;

6. Launder, before reuse, all materials furnished for the personal use of the client, such as towels and linens;
7. Provide adequate toilet and lavatory facilities. To be adequate, such facilities must have at least one (1) toilet and one (1) sink with running water. Such facilities will be equipped with toilet tissue, soap dispenser, with soap or other hand cleaning materials, sanitary towels or other hand-drying device such as a wall-mounted electric hand dryer, and waste receptacle. Such facilities and all of the foregoing fixtures and components will be kept clean, in good repair, well-lighted, and adequately ventilated to remove objectionable odors;
8. Adequately maintain shower facilities on the premises if equipped with a whirlpool bath, sauna, steam cabinet and/or steam room;
9. Maintain current liability insurance coverage. The original or a copy of the policy will be available on the premises of the facility;
10. Maintain toilet facilities in a common area of the facility; and
11. Maintain lavatories for hand cleansing and/or chemical germicides designed to disinfect and cleanse hands without the use of a lavatory in the treatment room itself or within twenty (20) feet of the treatment area.

**B. Draping**

The Delgado Massage Therapy Program clinic uses draping Procedures as specified in *Draping*, Chapter 25:2501B of Title 46, Board of Massage Therapy as follows.

- (1) The facility will maintain a sufficient supply of clean drapes for the purpose of draping each client during massage;
- (2) Before beginning a massage, each massage therapist will have explained expected draping techniques and provided the client with a clean drape for that purpose; and
- (3) In the case of a male client, gluteal cleft and genitalia must be covered; and, in the case of a female client, breasts, gluteal cleft, and genitalia must be covered.

**C. Prohibition of Sexual Activity**

The Delgado Massage Therapy Program clinic prohibits sexual activity as specified in *Prohibition of Sexual Activity*, Chapter 29:3101 of Title 46, Board of Massage Therapy as follows.

- (1) All sexual activity by any person or persons in the facility is prohibited;
- (2) No instructor, student or employee of the Delgado Massage Therapy Program will engage in or permit any person or persons to engage in sexual activity in the facility or to use the facility to make arrangements to engage in sexual activity in any other place;
- (3) No licensed massage therapist or student massage therapist will use the therapist-client relationship to engage in sexual activity with any client; and
- (4) “Sexual activity” means any direct or indirect contact or connection by any person, or between persons, which is intended to erotically stimulate either or both persons or which is likely to cause such stimulation (this includes sexual intercourse, fellatio, cunnilingus, masturbation, or anal intercourse). For purposes of this policy, “masturbation” means the manipulation of any body tissue with the intent to cause sexual arousal. Sexual activity can involve the use of any device or object and is not dependent on whether penetration, orgasm, or ejaculation occurs.

#### 4. **Student Massage Therapist Eligibility**

Delgado Community College’s student massage therapists must adhere to the following requirements in order to participate in the massage therapy clinical courses:

- (1) In order enroll into MSTH 151 Massage Therapy Clinical I, several prerequisites must be met. They include BIOL 161/163 or BIOL 251, 253, & BIOL 252,254; and the student must be eligible to take ENGL 101 and MATH 097.
- (2) If a student is enrolled in MSTH 151, they must also be enrolled in the following courses:  
  
MSTH 101 (Introduction to Massage Therapy) (30 instructional hours)  
MSTH 102 (Fundamentals of Swedish Massage) (60 instructional hours)  
MSTH 103 (Muscle/Skeletal Anatomy and Palpation Skills) (60 instructional hours)  
BIOL 161/163 (90 instructional hours)
- (3) Once a student has completed MSTH 102 and MSTH 103 he/she may take MSTH 151 at any time with any other courses.
- (4) Students must receive a C or better in MSTH 151, in order to take MSTH 152 Massage Therapy Clinical II.

- (5) Students must receive a C or better in MSTH 152, in order to take MSTH 153 Massage Therapy Clinical III.
- (6) MSTH 151 Clinical I (45 instructional hours) Swedish techniques will be incorporated in each individual massage therapist's routine. Each massage will last 50-60 minutes.
- (7) MSTH 152 Clinical II (45 instructional hours) will include Swedish, sports, neuromuscular and deep tissue techniques. These techniques will be incorporated in each therapist's routine. Each massage will last 50-60 minutes.
- (8) MSTH 153 Clinical III (45 instructional hours) Students will work with different modalities and different populations of people. Students may also work with an agency from the community. Each massage will last 50-60 minutes.

## 5. **Massage Therapy Program Clinic Operation**

In order for students to receive and incorporate valuable information during their clinical experience, the massage therapy program provides massages to the public. The following procedures and guidelines are followed:

- (1) The operation of the Massage Therapy Program clinic, located in Room 801 at Charity School of Nursing Campus, is supervised by the Massage Therapy Program Director, with the assistance of Massage Therapy Program instructors.
- (2) All clinical classes are held in the Massage Therapy Program clinic from 12:00 p.m. – 3:00 p.m. and some clinic times may vary by semester. The facility is equipped with curtained massage stations separated by curtains to provide an opportunity for instructor supervision while maintaining the client's privacy.
- (3) In Clinical I and II the students will perform one 90-minute massage or two 50-minute massages on clinic days. Clinical III students will perform massages in a specific setting or a hospital clinical setting.
- (4) A fee of \$30.00 must be paid by the client through the Bursar's office established process prior to the massage. The Bursar's Office is authorized to collect all funds; the Program Director, instructors, and students are *not* authorized to collect funds. For cases in which a scheduled client cancels an appointment, a volunteer client will be scheduled at no cost.
- (5) A Waiver Form/ Release of Liability must be filled out by all clients prior to the massage.
- (6) Client Intake Forms must be completed by the client; the student massage therapist discusses the form with client prior to the massage. These forms must be updated by the client and reviewed by the student massage therapist and client upon each return visit.

- (7) Student massage therapists must adhere to the expectations listed in *Student Massage Therapist Expectations for MSTH 151, 152, and 153* (Attachment A). Instructors and student massage therapists must also follow the clinical protocol as outlined in *Massage Therapy Clinical Protocol for MSTH 151, 152, and 153* (Attachment B).

## 6. **Massage Procedures in the Clinic**

- (1) Student therapist massages will last from 60-90 minutes and include work on the head, face, neck, shoulders, arms, back, abdomen, upper chest, glutes, legs, hands and feet.
- (2) The student massage therapist may use several different techniques throughout the massage including effleurage (smooth gliding), kneading, rocking movement, movement re-education, range-of-motion, stretching, percussion, compressions, and application of pressure to specific points on the body.
- (3) In Clinical II and III, the student massage therapist may be able to customize a massage to meet the client's needs and requests taken from the client intake form.
- (4) Most massage techniques are usually performed with the client unclothed, to their level of comfort, on a comfortable massage table. All genitalia, breast tissue (nipples), and gluteal cleft must be covered during the massage session.
- (5) The client will always be properly draped with a sheet, and only the area being massaged will be exposed. Draping can be modified on specific areas to accommodate client comfort in the event they are too hot or cold such as the back, arms, legs and feet while other areas are being worked on.
- (6) The student massage therapist may use oils, creams, lotions and heat or cold during the massage.
- (7) Client confidentiality regarding information on the client intake form and pertaining to conversations with the client will be adhered to at all times.
- (8) Respect for the client's boundaries with regard to privacy, disclosure, exposure, emotional expression and beliefs will be adhered to at all times.
- (9) The student massage therapist may only use those techniques practiced in class and within the scope of practice of a student massage therapist at that time.
- (10) All clinics will be monitored by the instructor teaching the course and/or the program director; a minimum of three (3) visits by the instructor/director during a massage by a student massage therapist is required.

## 7. **Client Procedures**

- (1) Clients must call the massage therapy department to schedule an appointment.
- (2) Clients will be required to pay \$30.00 for the scheduled massage through the Bursar's Office established process prior to the appointment. A paid receipt is required for a massage, except in cases of volunteer appointments due to cancellations.
- (3) Clients enter the intake area of the Delgado Massage Therapy clinic.
- (4) Clients will be seated in the waiting area and asked to complete a "*Client Intake Form* (Attachment C) and a *Release of Liability/Express Assumption of Risk* (Attachment D).
- (5) Clients will be interviewed by the student massage therapist using the client intake form. Student massage therapists are responsible for client intake forms, "SOAP" Notes (Subjective Evaluation/Objective Evaluation/Application/Plan & Progress), (Attachment E) and filing all client folders.
- (6) The student massage therapist will lead the client to a cubicle for a massage.
- (7) The student massage therapist will inform the client about the massage and instruct the client to undress to their level of comfort. The therapist will provide disposable spa underwear for each client to ensure modesty and comfort during the massage session. The therapist will instruct the client that he or she must be covered at all times except for the body part being massaged. At all times, the gluteal cleft, breast tissue (nipples), and all genitalia must be covered during the massage.
- (8) The client reserves the right to exclude a body part from being massaged. In particular, the student massage therapist will obtain client consent to perform massage on areas such as face, abdomen and gluteal region.
- (9) The massage will last from 60-90 minutes and generally will include work on the head, neck, shoulders, arms, back, upper chest, legs, hands, feet, and face and abdomen and glutes (as desired by the client).
- (10) When the student massage therapist is finished they will inform the client and step out of the cubicle. The client will be informed to take their time off the table, get dressed when they are ready, and to meet the student massage therapist in the intake area.
- (11) The student massage therapist will bring water to the client and encourage the client to consume plenty of water to help flush out the body.
- (12) The student massage therapist will ask the client to complete a *Student Massage Therapist Evaluation Form* (Attachment F) and submit it to the staff assigned at the facility prior to his/her departure.