

## Guidelines for Prescribing and Dispensing Orthoses

1. A thorough patient history and biomechanical assessment must be performed prior to determining suitability for prescription orthoses. This should include information regarding previous usage of orthotics, arch supports or corrective footwear.
2. A diagnosis will be made, entered into the patient's chart and discussed with the patient.
3. A full explanation regarding the reasons for choosing an orthotic prescription, expected outcomes, prescription and manufacturing process, cost, possible side effects, life expectancy of the devices, and recommendations for appropriate footwear should be communicated to the patient prior to proceeding with this treatment modality.
4. The attending podiatrist should take the appropriate impression.
5. The orthotic choice should be based on the patient's structural or mechanical pathology, general flexibility, systemic disease, activity level, and footwear style.
6. Any new or revised orthoses should only be dispensed and fitted by a podiatrist, to ensure correct prescription, fit and shoe compliance. The patient should be fully informed about any potential discomfort that may be experienced, and gradual wearing period required.
7. Orthotic check-ups will be performed by the podiatrist. Any repairs or adjustments must only be authorized by a podiatrist.
8. The patient will be advised to return if they have questions or concerns.