



QUANTITATIVE EEG (QEEG) ESSENTIAL SKILLS LIST

A beginning QEEG practitioner should be able to demonstrate mastery of the following basic skills, as attested by their IQCB approved Certification Mentor who sign off each item as completed.

Client/Patient Orientation

- 1. In layman's language, explain to a new client QEEG.
- 2. Explain the major stages in the QEEG intake, assessment, and report analysis.
- 3. Explain client's role and responsibilities in the QEEG process.
- 4. At initial session, explain how the QEEG session process and equipment works, including:
 - Purpose and steps involved in skin preparation
 - Steps in electrode attachment and selection of the conditions; assure client about safety of "sensors"/electrodes
 - Relationship between client activity and on-screen information, especially artifacts
- 5. Obtain written client permission for QEEG using a thorough Informed Consent form.

Intake, Assessment and Protocol Selection

- 1. Document a thorough client symptom and medication history and gather background information relevant to treatment/training goals
- 2. Provide a thorough EEG baseline assessment, using the following skills:
 - Perform correct measurements to name and locate on the scalp each of the International 10-20 System electrode placement sites
 - Properly prepare scalp and ears and attach an electrode cap
 - Correctly perform all steps to collect a QEEG recording
 - Assessment: checking impedances, removing artifact, and collecting eyes-open and eyes-closed data

- Demonstrate basic understanding of a QEEG assessment report, as well as the most commonly reported components of QEEG databases (absolute power, relative power, phase, coherence, z-score comparisons, etc.)
- Demonstrate ability to identify recordings with possible abnormalities that may warrant consultation with a neurologist, such as spike and wave discharges or transient activity. If there is a medical issue refer the client to a neurologist or other appropriate medical professional. When in doubt, send it out.
- Use all intake, psychometric, and baseline EEG assessment data to conduct analysis and assessment report
- Select an initial neurofeedback protocol and explain rationale to client.

Use and Maintenance of QEEG Equipment

- 1. Demonstrate thorough knowledge of operation of QEEG equipment of choice:
 - Make correct hardware connections and start hardware.
 - Make correct electrode connections to the hardware.
 - Identify and remove (or control for) sources of common artifacts in the raw EEG signal.
 - Troubleshoot common equipment failures according to manufacturer's recommendations.
- 2. Demonstrate thorough knowledge of appropriate software for selected equipment:
 - Accurately select, install, and run QEEG software.
 - Identify components, applications, and limitations of selected software package.

QEEG Session Management and Reporting

- 1. Conduct neurofeedback treatment/training sessions involving the following procedures:
 - Provide initial orientation and instructions to client
 - Maintain basic hygiene procedures in attaching (and cleaning) electrodes.
 - Identify and remove sources of artifact appearing in session recordings.
 - Monitor recordings and provide coaching and supplemental verbal feedback to client, as appropriate.

- Save session data per equipment guidelines and review session results with client.
- Consult with client’s prescribing physician and/or providers of other concurrent treatments as necessary to avoid treatment complications and maximize treatment outcomes.
- Conduct all aspects of QEEG acquisition in accordance with IQCB codes of ethical practice.

2. Maintain orderly and up-to-date client files, including

- Session training records, significant session events and client comments
- Changes in client medication, significant life changes, allergies, etc. that may impact treatment/training results
- Reports of consultations with other treatment providers, family members, teachers, etc.

Use of Supplemental Therapeutic and Training Modalities

1. Demonstrate ability to establish positive, constructive relationships with clients and their family members, using basic counseling and communication skills

2. Document adequate skills required to use appropriate counseling/therapy methods to assist clients having mental health diagnoses

3. Demonstrate ability to select and apply appropriate therapy methods when using these protocols

4. Understand the importance of working with medical providers when appropriate.

I attest that this work has been completed for: _____
(Name of Candidate for IQCB Certification)

Certification Mentor Signature: _____ Date: _____

Certification Mentor Printed Name: _____ IQCB #: _____

NOTE: When mentoring hours have been completed, Certification Mentors must complete the online Mentor Verification Form. This form is available when approved mentors are signed into their account on our website, www.qeegcertificationboard.org.