

# Contract Classic SCS Course Information Sheet

*(Fascial courses are not included in this agreement-please see separate agreement.)*

**Thank you** for your interest in Contracting a Classic Jones Strain and Counterstrain (SCS) Course.

Contracting a course with the Jones Institute means providing your staff with instruction and education from the Originators of the Strain and Counterstrain method and techniques. The very best!

## FEES / INVOICING:

### 1. CONTRACTED COURSE FEE SCHEDULE:

Attendees	Instructors	Lab Assistants	Price - Cost
1 - 16	1	0	\$ 5,250.00
17 - 24	1	1	\$ 7,250.00
25 - 29	1	2	\$ 9,500.00

Attendees	Instructors	Lab Assistants	Price - Cost
30 - 34	2	0	\$11,750.00
34 - 39	2	1	\$14,250.00
40 - 45	2	2	\$16,750.00

*\*Courses larger than 45 can be negotiated with the Jones Institute. Please contact us for larger groups.*

Upon signing the agreement the Contracting Host will provide the Jones Institute with the assumed number of attendees to include providing a final count of attendees two weeks prior to the course. The fee will be invoiced according to the fee schedule above.

### 2. DEPOSIT REQUIRED:

A non-refundable \$1,500.00 deposit is required to secure your course dates and is held for this purpose alone. The non-refundable deposit is invoiced upon receipt of the signed agreement and must be received by the Jones Institute before contract dates are secure. The paid deposit amount will be deducted from the final invoice of course completion.

### 3. CANCELLATION AGREEMENT:

Should the host cancel the course for any reason they agree to reimburse Jones Institute for any non-refundable travel expenses already incurred for the course. Should this happen receipts will be provided with an invoice to the Host. (The non-refundable deposit cannot be applied to cancellation of a course.)

### 4. FINAL INVOICING:

Upon completion of the course the Jones Institute will invoice the Contracting Host for the course fee and expenses outlined in the Contracting Host responsibilities section below less the deposit amount paid. The final invoice will be due Net 30 days from the last day of the course.

## RESPONSIBILITIES:

### Jones Institute:

- Will provide qualified Instructors, Lab Assistants and/or Table Trainers accordingly.
- Will make reasonable travel arrangements for instructors or assistants as required.
- Will provide each registered attendee with a course Syllabus and a Certificate of Completion. In addition, the following is supplied: A Flip Chart for SCS I, III, PP & UQ and, two Flip Charts for SCS II.
- Will provide any necessary Provider paperwork for the Host's CE Application.
- Will provide further assistance we can to the Contracting Host Facility.

### Contracting Host Facility:

- All course administration preparation: advertising, processing course registrations and, collecting registration fees.
- All course expenses as they apply:
  1. Food and beverage supplied. Food/Beverage recommendation and schedule will be supplied.
  2. Shipment of course materials to course location. (Shipped UPS Ground. To be billed on final invoice.)
  3. Travel expenses for Jones Institute instructors and assistants working the course i.e. airfare, hotel, car rental, meals, parking, mileage and/or transportation fees, and any reasonably incurred traveling expense relative to the course. (To be billed on the final invoice of completion of the course.)
- Apply for CEU approval in mandatory states with a pre-approval process.  
(Course Goals, Outline/Objectives & Basic Schedule sheet will be provided to Contracting Host facility.)
- Provide the Jones Institute with a final and complete list of participants two weeks before the course.  
(The Agreement will outline specifics of information required per participant.)
- Provide AV equipment as needed: Powerpoint projector with a standby computer and a screen.  
**Note: All SCS courses are given using Powerpoint.**
- IF AVAILABLE (not absolutely necessary; nice to have) – Skeletal Piece(s):
  - For SCS I and Pelvic Pain courses: flexible spine with pelvis
  - For SCS II: a skeleton
  - For SCS III: a Cranial skeletal piece
- Provide a location suitable to hold a three-day lab course for all attendees with 2-3 people working at each treatment table. (2 per table is preferred.)
- Provide treatment tables or tables with appropriate 1" padding (blankets, sleeping bags, mats, etc).
- Provide the Jones Institute with:
  - Course Location Information: Facility Name, Room, Address, City, St & Zip Code
  - U.S. Mailing Address
  - United States Parcel Address
  - Contact Info: Contact First and Last name, phone number and email address
  - A Schedule Choice:
    - LATE START: Friday from 1-7pm, Saturday from 8am to 6pm, Sunday from 8am-3pm
    - or REGULAR: Friday & Saturday from 8am-5pm, Sunday from 8am to 3pm

## COURSES SUMMARY:

- The Jones Institute Strain Counterstrain courses are generally three-day courses held Friday through Sunday. However, the course schedule can be customized according to the contracting company's time restrictions.
- The contracting company may choose a course from our Strain Counterstrain series or create a custom course based on certain areas of interest. The standard Strain Counterstrain course series consists of the following:

Course	Areas covered	Prerequisites
SCS I for the Spine	Techniques for cervical, thoracic, ribs, lumbar, sacrum & pelvis.	None
SCS II for the Extremities	Techniques for pelvis, hip, knee, ankle, foot, shoulder, elbow, wrist & hand.	None
SCS III Cranial & Advanced Techniques	Cranial evaluation & treatment with 40 new cervical, thoracic, lumbar and extremity techniques.	I, II, UQ or PP (any one of the courses above)
SCS IV Facilitated SCS with Review	Facilitated techniques to drop the hold time to 15 seconds for all SCS techniques.	I, II & III
SCS UQ Upper Quarter for PT's & OT's	Classic & adapted techniques for the seated position for cervical, thoracic, ribs, shoulder, elbow, wrist & hand.	None
SCS PP For Hypertonus Dysfunction of the Pelvic Floor (Pelvic Pain)	External techniques for the lumbar, pelvis and sacrum and treatment strategies to deal with pelvic pain and related diagnoses.	None

*(The Fascial SCS courses are not included in this agreement-please see separate agreement.)*

If you have additional questions and are interested in Contracting a SCS Course please, complete the form on the following page and fax it back to us at your earliest convenience. Please feel free to visit our website [www.jonesinstitute.com](http://www.jonesinstitute.com) for more information about the Jones Institute. Again, we thank you for your interest and look forward to speaking with you.

Sincerely,  
The Jones Institute

*\*Information subject to change at any time by Jones Institute.*

Dear Jones Institute,  
Yes! We are interested in Contracting an SCS Course. We have read the information provided and can meet the Contracting Host Facility responsibilities. Please contact us to begin making Contract course arrangements. Thank you.

## Contract A Course - Interest Fax

(Complete the form -please print- and fax it **DIRECT: 253-588-1622** - NO COVER NECESSARY.)

Today's Date: \_\_\_\_/\_\_\_\_/\_\_\_\_

Contact Person: \_\_\_\_\_

Phone Number: (     ) \_\_\_\_\_

Email Address: \_\_\_\_\_

Co-Host Facility Name: \_\_\_\_\_

Co-Host Facility City & State: \_\_\_\_\_

Approximately how many will  
be attending the course?  
\_\_\_\_\_

What dates are you interested in?  
(give at least two choices, Fri-Sun): \_\_\_\_ / \_\_\_\_ / \_\_\_\_ to \_\_\_\_ / \_\_\_\_ / \_\_\_\_ to \_\_\_\_ / \_\_\_\_ / \_\_\_\_

What SCS Course(s) are  
you interested in hosting?:

CLASSIC SCS:

- SCS I – For the Spine      SCS II – For the Extremities
- SCS III –Cranial & Advanced Techniques
- SCS IV – Facilitated SCS with Review
- SCS UQ – for the Upper Quarter for PT's & OT's
- SCS PP – Pelvic Pain

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in this agreement-please see separate agreement.)*

Anything else you want to ask or tell us: \_\_\_\_\_