

# Summer & Fall 2016 Catalog Addendum

Effective October 19, 2016

**(P. 3)** Delete: Bonnie Shackelford, Director of Admissions and Angela Falasca, MA Academic Coordinator, and George Lee Financial Aid Representative

Add: Victoria Nelson, MA Director of Student Services

Change title for Linda Fleming-Wills, MSW, LMT to Director of Graduate Services, Title IX Coordinator

**(P. 6)** Under Program Schedules

Delete: **Acupuncture** (*Spring Quarter*) Monday through Wednesday 8am to 5pm; clinicals may be outside regular hours, including evenings and weekends.

**(P.8)** Change Acupuncture Program Admission Requirements to:

## **Master Degree in Acupuncture Admission Requires:**

1. Personal tour and interview with an admissions representative.
2. Submit proof of earned HS diploma or GED recognized by the Department of Education or foreign equivalent that has been officially evaluated.
3. Submit proof of earned Baccalaureate Degree from an institution recognized by the Department of Education or foreign equivalent that has been officially evaluated.
4. Completed application form with \$100 application fee.
5. Completed Physical Health Exam Form.
6. Meet with Financial Aid office to discuss payment options.
7. Completed enrollment agreement and accompanying paperwork.
8. Acupuncture students will need the Hepatitis B Vaccine (series of 3) or refusal on physical form.
9. English language competency is required; If English is not a student's first language and he/she has not completed a two-year (60 semester credits or 90 quarter credits) baccalaureate level education in an institution accredited by an agency recognized by the U.S. Secretary of Education or from an equivalent English language institution in another country, then he/she will be required to score at least 61 on the Test of English as a Foreign Language (TOEFL) internet based test (iBT) which also requires a minimum speaking exam score of 26 and a minimum listening exam score of 22, or a level 6 on the International English Language Testing System (IELTS) exam.

## **Felony Conviction Record:**

*Please note the law regulating the practice of Acupuncture states that the State Medical Board of Ohio (SMB) may deny a convicted felon a license or the privilege of sitting for the examination. AIAM must disclose to all students that both the SMB and the National Certification Commission for Acupuncture and Oriental Medicine (NCCAOM) will investigate a prior conviction and they may determine that some crimes are incompatible with certification as an independent provider of healthcare. Completion of our programs does not in itself entitle a candidate with a prior conviction to national certification or to state of Ohio licensure. Any misrepresentation or omission of facts in the application will justify the refusal of admission consideration, cancellation of admission and/or dismissal from AIAM.*

**(P. 12) Master Degree in Acupuncture – See the end of the addendum for full information on this new offering which will be inserted between page 11 and 12 of the current catalog.**

**Effective October 3, 2016**

**(P. 108) (Insert After Email Addresses the following which replaces Non-Matriculating Policy on p. 112)**

### **Enrichment Students**

An enrichment student is one who is enrolled on a course-by-course basis and has not been accepted as a regular student pursuing a diploma/degree. The following rules apply to enrichment students at AIAM:

1. Enrichment students must meet the current entrance requirements of the program containing the desired course prior to enrolling in the course.
2. Enrichment students must complete an application for registration and may register for courses on a space-available basis.
3. Enrichment students shall follow all AIAM policies and processes as outlined in the course syllabus and the AIAM School Catalog.
4. Courses taken in Enrichment status must be paid in full prior to the start date. No refunds will be issued after the course has started.
5. Enrichment applicants have the option to fulfill all course requirements and earn academic credit (receiving a certificate of achievement) or audit the course and earn no academic credit (receiving a certificate of completion). If an enrichment student chooses to attempt all course requirements, but does not earn a passing grade for that course (75% or above), s/he will receive a certificate of completion with no academic credit earned.
6. Courses taken by an enrichment student for a formal grade/academic credit may later be applied toward a diploma/degree; however, the student will not be eligible for financial aid for courses taken as a Non-matriculated student.
7. No more than 75% of coursework taken as an enrichment student may be applied toward a diploma/degree.

**(P. 110) insert under Field Trips**

### **Former ITT Students Policy**

Due to the closure of ITT, AIAM will accept all applicable transfer credits, including nursing courses and all applicable science courses regardless of original date taken, to assist former ITT students in completing their education in Registered Nursing. The policy includes the following stipulations:

- The following fees will be waived due to the hardship:
  - Former ITT students will not be charged an enrollment fee.
  - Former ITT students will not be charged for a nursing bag unless the student decides it is needed.
  - Former ITT students will not be charged a technology fee if they have less than 4 quarters to complete; ATI has agreed to not charge AIAM for ATI access for former students, which is what constitutes 100% of the AIAM technology fee.
  - Former ITT students will not be charged transfer credit fees.
- Former ITT students will be accepted based on transfer credit and will not need to take the ATI Teas test for acceptance.
- Former ITT students will not be eligible for the “green light refund” due to ATI not charging the student for ATI access.

Students wishing to enroll under this policy must start classes no later than January 9, 2017. After January 9, 2017, nursing transfer credits will no longer be accepted, and this policy becomes null and void.

**(P. 112) Delete Non-Matriculating Students**

**(P. 113) insert under Registration**

**Remediation Policy**

AIAM will assist graduates in good financial standing who have not passed the program's respective board exam (if applicable) in the following ways:

- Qualifying graduates may audit at no cost courses specific to the areas of weakness identified in the board exam results and/or testing completed at AIAM.
- Qualifying nursing graduates may complete specific ATI modules at no cost in the identified areas of weakness based on board exam results and/or testing completed at AIAM.
- AIAM will reimburse the graduate for one retake of the applicable board exam.

Graduates apply in writing for Remediation Assistance to the office of the Academic Dean. The Academic Dean will meet with the graduate to determine the appropriate remediation plan. All graduates who receive remediation assistance must sign an agreement to complete the approved remediation plan in full within 3 months from acceptance, go through the ATI virtual coaching to the green light (nursing graduates), and take the applicable board exam within 14 days of the completed remediation plan or forfeit reimbursement for the applicable board exam and any additional remediation opportunity.

**(P. 114 and 116) insert under Satisfactory Academic Progress (Clock Hour) and Satisfactory Academic Progress (Credit Hour;) under Appeal Process (Subheading under #4)**

**Academic Timeframe Appeal**

- Students who have attempted (or will attempt) more than 150% of the credits (or 150% of the time it normally takes to complete the diploma programs as measured in calendar time) required for their program of study are not considered to be making Satisfactory Academic Progress and therefore, are ineligible for financial aid funds and will be terminated from the program.
- Students terminated from the program may submit an Academic Timeframe Appeal in writing to the Academic Dean within 5 business days of the termination. The decision of the Academic Dean will be rendered in writing within 5 business days of receipt of the written appeal. The decision of the Academic Dean is final.
- Students who are granted an Academic Timeframe Appeal must pay each quarter's tuition in full prior to the first day of the quarter.
- Students who are granted an Academic Timeframe Appeal are placed on Academic Probation with an AIP and will be required to complete 100% of their attempted coursework.
- A course being retaken in the "Academic Timeframe Appeal" enrollment which receives a failing grade will result in the student's dismissal from the program without eligibility for future readmission.
- Students who are granted an Academic Timeframe Appeal who are being readmitted into the program must successfully complete the program in which they are being readmitted, adhere to all readmission stipulations, and will not be eligible for any subsequent readmission opportunity.

## **Effective September 19, 2016**

### **(P.1) Contents/ AIAM Admission Requirements**

Insert Holistic Wellness above Acupuncture.

### **(P.2, 2<sup>nd</sup> paragraph) Welcome!!**

Add Holistic Wellness, in front of Acupuncture on line 3.

### **(P.6) Academic Calendars/Program Schedules**

Insert above Acupuncture the following:

#### **Holistic Wellness (All Quarters)**

Classes are scheduled Saturdays and Sundays between 8am and 6pm.

### **(P.7 Admission Requirements)**

Insert after Orientation section the following:

#### **Holistic Wellness Program Admission Requires:**

1. Submit proof of high school diploma or equivalent from a school with accreditation recognized by the Department of Education or foreign equivalent that has been officially evaluated.
2. Completed application form with \$100 application fee.
3. Contact office of the Controller to discuss payment options.
4. Completed enrollment agreement and all accompanying paperwork.

### **(P. 10 Nursing Program (PN & RN) Admission Requires)**

Delete:

9. Completed background checks—BCI and FBI.
10. Negative drug screen result.

### **(P.12 Professional Master's Level Acupuncture Program)**

Add the following **BEFORE** this section:

#### **Holistic Wellness Diploma Program – Part Time**

**Overview:** Total Program Hours: 830 • 8 Quarters • 24 months • Classroom Size: Maximum of 20

### **Introduction to the Holistic Wellness Program**

AIAM's Holistic Wellness program is offered in a part-time, weekend format to accommodate the adult learner. The curriculum includes an emphasis on current and future trends and current research in holistic wellness and an integrative approach to wellness.

A diploma in Holistic Wellness is awarded upon completion of the 830 hours and fulfillment of all completion criteria. Multiple certificates are earned during the diploma program in Holistic Coaching, Aromatherapy, Hypnotherapy, Non-Directive Imagery, Reflexology, and Touch for Health™ (including certification from the International Kinesiology College (IKC)).

Flexibility:

- You can choose to take individual certificate courses only as an Enrichment (non-matriculating) student, up to 75% of the program and apply to transfer them to the Holistic Wellness diploma at a later date, within 12 months of the last course taken.

Our Holistic Wellness diploma program will provide you with an integrated approach to health and wellness with skills and techniques in the field of mind/body healing. These methods are meant to treat clients' mental and spiritual health in addition to their physical health. Natural means of healing, stress management, and well-being are becoming increasingly popular. Holistic health methods treat the whole person using mind and body techniques used to stimulate the body's ability to heal itself. A diploma from AIAM can offer you the opportunity to become part of this rewarding field.

Our Holistic Wellness program will prepare you to seek entry-level positions in the field of holistic health as a Holistic Wellness Practitioner.

*Our 830 hour Holistic Wellness (HW) diploma program includes the following certificates: Reflexology, Hypnotherapy, Non-Directive Imagery, Aromatherapy, Touch for Health™, Concepts in Energy Systems, and Holistic Life Coach. You will receive comprehensive, truly holistic wellness practitioner training!*

\*Student cannot take additional coursework without enrolling into the Holistic Wellness diploma program after successfully completing a course which brings their total holistic coursework to 75% of the total hours of the program.

Our comprehensive program offers the following:

- Hands-on course instruction
- Internship experience
- Many courses may qualify for continuing education credit; ask for details

## **Holistic Wellness Career Opportunities**

With a diploma in the Holistic Wellness program, you can seek entry-level positions in these settings:

- Private offices
- Chiropractors' and doctors' offices
- Holistic health clinics
- Health clubs, fitness centers, and spas
- Nursing homes and hospitals
- Sports medicine facilities
- Self-employment in private practice

Some employers may require a criminal background check, medical examination, proof of immunizations, fingerprinting and/or drug screening prior to assignment. The background check may include, but is not limited to, criminal history records (from state, federal and other agencies), social security number trace, residency history, and nationwide sex offender registry. Felony or serious misdemeanor convictions may limit or restrict employment opportunities where background checks are required. This program is designed to prepare graduates to pursue entry-level employment in the field, or jobs in related fields, the specific job titles of which may not be represented in the program title. Although AIAM will assist the student with job placement, finding a job is the individual responsibility of the student. AIAM does not guarantee that any student will be placed in any of the jobs described, or placed at all. The Bureau of Labor Statistics has an Occupational Outlook Handbook [www.bls.gov/ooh/](http://www.bls.gov/ooh/) that has some valuable information on a national level. Be sure to pay special attention to the entry-level positions. In addition, each state has detailed information regarding the occupation and labor markets on the State Occupational Projections website at <http://www.projectionscentral.com>.

## Educational Objectives

Graduates of the Holistic Wellness diploma program will be able to:

- Provide holistic wellness services to clients including life coaching, reflexology *Touch for Health™*, hypnotherapy, aromatherapy, energy balancing, wellness principles, and mindfulness and stress management techniques
- Outline the steps to set up a business, including insurance, management, legal issues, ethics, keeping records, listening and observation skills, informed consent, marketing, business planning, nutritional, lifestyle, and wellness coaching
- Locate information from state regulatory bodies to ensure compliance with local and state requirements
- Discuss herbal medicine, aromatherapy, basic nutrition principles, their history, and status of current research, including how to locate studies in peer-reviewed journals
- Indicate when to refer individuals to their licensed healthcare provider for diagnosis and treatment

## Completion Requirements:

1. Complete all coursework with a minimum of 75 percent or better in all courses
2. Achieve the number of clock hours required to graduate.
3. Payment in full of all tuition and settlement of all financial obligations with the school.
4. Complete the program within 1.5 times the attempted clock hours, which is 1245 attempted hours.

## Holistic Wellness Program of Study

*Note: Course offerings may vary quarter to quarter depending on student needs.*

Course #	Course Name	Clock Hours
HYP 101	Basic Hypnosis <sup>1,5</sup>	32
REF 101	Basic Reflexology <sup>2</sup>	32
ARO 101	Basic Aromatherapy <sup>3</sup>	32
TFH 101	Touch for Health I <sup>4</sup>	16
<b>TOTAL</b>		<i>112</i>

Course #	Course Name	Clock Hours
HYP 102	Advanced Hypnosis <sup>1,5</sup>	30
REF 201	Advanced Reflexology <sup>2</sup>	32
ARO 201	Advanced Aromatherapy <sup>3</sup>	32
TFH 102	Touch for Health II <sup>4</sup>	16
<b>TOTAL</b>		<i>112</i>

Course #	Course Name	Clock Hours
HYP 103	Specialty Hypnosis <sup>1</sup>	28
CES 101	Concepts in Energy Systems I <sup>6</sup>	32
NDI 100	Non-Directive Imagery <sup>5</sup>	30
TFH 103	Touch for Health III <sup>4</sup>	16
<b>TOTAL</b>		<i>106</i>

Course #	Course Name	Clock Hours
HYP 104	Advanced Change Techniques <sup>1,5</sup>	30
TFH 104	Touch for Health IV <sup>4</sup>	16
CES 102	Concepts in Energy Systems II <sup>6</sup>	32
HCOM 101	Holistic Communication <sup>5</sup>	32
<b>TOTAL</b>		<i>110</i>

Course #	Course Name	Clock Hours
MDN 101	Mindfulness & Wellness <sup>5</sup>	16
CES 103	Concepts in Energy Systems III <sup>6</sup>	32
HBIO 102	Medical Terminology <sup>2,6</sup>	12
PSY 104	Psychology of Wellness <sup>5</sup>	30
MVH 100	Movement and Health	32
<b>TOTAL</b>		<i>122</i>

Course #	Course Name	Clock Hours
HLC 101	Holistic Coaching I <sup>5</sup>	32

HBIO 103	Holistic Anatomy & Physiology <sup>2,6</sup>	48
BUS 101	Business and Ethics I <sup>1,2,3,4,5,6</sup>	32
<b>TOTAL</b>		<i>112</i>

Course #	Course Name	Clock Hours
HNU 101	Holistic Nutrition Concepts <sup>5</sup>	35
HP 101	Herbal Principles	35
HLC 102	Holistic Coaching II <sup>5</sup>	32
<b>TOTAL</b>		<i>102</i>

Course #	Course Name	Clock Hours
BUS 102	Business and Ethics II	32
HWP 110	Holistic Wellness Practitioner Internship	24
<b>TOTAL</b>		<i>56</i>

<sup>1</sup> Courses required for Hypnotherapy Certificate

<sup>2</sup> Courses required for Reflexology Certificate

<sup>3</sup> Courses required for Aromatherapy Certificate

<sup>4</sup> Courses required for Touch for Health Certificate

<sup>5</sup> Courses required for Holistic Coaching Certificate

<sup>6</sup> Courses required for Concepts in Energy Systems Certificate

## Holistic Wellness Tuition & Fees

*Students are legally responsible for educational expenses during enrollment. When current with payments, students are entitled to all privileges of enrollment. Failure to remain current with payments may result in suspension and possible dismissal.*

### Tuition & Required Fees

<b>830 Credit Hours of Tuition @ \$18.25 per Clock Hour</b>	<b>\$ 15,147.50</b>
Application Fee*	\$ 100.00
Matriculation Fee	\$ 50.00
Student Identification Card	\$ 10.00
<b>TOTAL TUITION &amp; REQUIRED FEES***</b>	<b>\$ 15,307.50</b>

**Other Student Costs Associated with Program** *(estimated)*

Approximate Cost of Required Textbooks**	\$ 750.00
Approximate Cost of Supplies (aromatherapy oils/wipes) <sup>1</sup>	\$ 60.00
Approximate Cost of Medical Exam <sup>1</sup>	\$ 30.00
Approximate Cost of Zero Gravity Recliner (optional) <sup>2</sup>	\$ 100.00
Cost of Liability Insurance <sup>3</sup>	\$ 168.00
<b>TOTAL OTHER COSTS</b>	<b>\$ 1,108.00</b>

**AIAM Optional Fees** *(estimated)*

Returned Check Fee (or up to legal limit)	\$ 37.50
Course Add/Drop Fee	\$ 50.00
Proficiency Test Fee per Test ****	\$ 50.00
Transfer Credit Fee per Course Accepted	\$ 50.00
<b>TOTAL OPTIONAL FEES***</b>	<b>\$ 187.50</b>

*(Maybe greater pending fee frequency)*

- 1 Pre-start Cost
- 2 Post-graduation Cost
- 3 Post-graduation Cost

Application Fee is refundable if application is cancelled in writing to AIAM within five (5) calendar days after the date of signing and/or payment of the fee.

\*\* Approximate total cost throughout entire program. These figures are estimates and based on current book lists. Books may change based on publisher availability without notice. Actual cost will be based on student's choice of retailer.

\*\*\* Fees are refundable in accordance with Ohio Administrative Code 3332-1-10.1

\*\*\*\* 50% of the course fee will be charged for the associated course if the proficiency exam is passed.

**Course Descriptions Holistic Wellness**

**HYP 101 Basic Hypnotherapy 32 hours**

**Course Description:** This course covers the history and basic theories of hypnotherapy, as well as basic techniques, professional ethics, self-hypnosis (how to achieve as well as teach), and specific therapeutic techniques, as well as rapport building. The course is designed for individuals new to the field of hypnotherapy or with limited basic education in hypnotherapy. **Learning Outcomes:** 1) Discuss theories of hypnosis 2) Identify trance state 3) List contraindications for hypnosis 4) Perform four basic hypnosis techniques **Prerequisite:** None

**HYP 102 Advanced Hypnosis 32 hours**

**Course Description:** This course provides an introduction to Ericksonian hypnotherapy techniques and language patterns, hypnosis for children, regressive and other non-directive techniques such as imagery and metaphor, and specific applications of hypnotherapy in the medical and dental realm. Emphasis throughout course is on alleviation of resistances, professional ethics and referral parameters. **Learning Outcomes:** 1) Perform comprehensive client interview 2) Design hypnotherapy plan 3) Implement four advanced hypnosis techniques 4) Discuss legal and ethical components of a Hypnotherapy practice

**Prerequisite:** Basic Hypnotherapy

### **HYP 103 Specialty Hypnosis 28 hours**

**Course Description:** This course continues to build upon Basic and Advanced Hypnotherapy introducing advanced techniques for specific types of hypnosis including stress management, pain management, sports enhancement, and engaging inner resources.

**Learning Outcomes:** 1) Perform sports enhancement technique 2) Perform pain management technique 3) Discuss stress management techniques 4) List contraindications for pain management 5) Describe situations requiring referral **Prerequisites:** Basic and Advanced Hypnotherapy

### **HYP 104 Advanced Change Techniques 30 hours**

**Course Description:** This course explores change techniques based on work in the field of NeuroLinguistic Programming (NLP). **Learning Outcomes:** 1) Perform change techniques 2) Analyze change techniques for specific situations **Prerequisite:** Basic and Advanced Hypnotherapy

### **NDI 100 Non Directive Imagery – 30 hours**

**Course Description:** Non Directive Imagery is a therapeutic process utilized during trance work. This process allows the client to go inside and communicate with the part(s) or image of the part(s) creating the issue. Many deep aspects of the client's psyche can be explored and healed by following the specific model taught in this course. This program allows the opportunity for personal healing topics including: Communication with Inner Advisor (Inner Guide), dealing with resistance, polarities, conflict resolution, search for purpose, working with physical illness, death and dying, grief work, regression and Inner Child work. **Learning Outcomes:** 1) List indications and contraindications for trance work 2) Perform trance induction and deepening 3) Perform nondirective techniques 4) Recognize body language and nonverbal communication **Prerequisite:** None

**ARO 101 Aromatherapy I - 32 hours Course Description:** In this course students will learn the theories and benefits of aromatherapy; specifics of essential oils; applications and indications in a holistic health practice. Various delivery systems of essential oils will be taught. Students will be creating their own therapeutic products for home/office use. **Learning Outcomes:** 1) Define aromatherapy 2) Identify essential oil purity standards 3) List indications and contraindications of specific carrier and essential oils 4) Perform blending techniques 5) Identify sameness and differences in similar essential oil groupings 6) List indications and contraindications of specific essential oils 7) Explain primary theory of blending 8) Communicate basis for aromachemistry **Prerequisite:** None

**ARO 201 Aromatherapy II – 32 hours Course Description:** In this course students will learn indications for several additional oils. Information concerning the relationship of specific essential oils to the chakras, how to custom blend for a client, and basic reflexology applications will be presented. Additional blending practica will be offered. **Learning Outcomes:** 1) Explain basic concepts of the seven charkas 2) Identify specific essential oils for each charka 3) List indications and contraindications of specific essential oils 4) Perform custom blending techniques 5) Create client intake form for Aromatherapy client **Prerequisites:** ARO 101

### **REF 101 Reflexology – 32 hours**

**Course Description:** This course provides an overview of history of reflexology including a reorientation to basic anatomy and physiology. Basic theories and techniques of in-depth foot reflexology, relaxation techniques specific reflex points, practical applications and indications, professional ethics and practice parameters are covered in this course. **Learning Outcomes:** 1) Describe history and basic theories of reflexology 2) Identify specific reflex points of the foot and hand 3) Identify bones of the foot and hand 4) Demonstrate techniques of complete reflexology session 5) Demonstrate practical applications and indications of reflexology **Prerequisite:** BIO 103 or concurrent enrollment in HBIO 103

### **REF 201 Advanced Reflexology 32 hours**

**Course Description:** This course provides a brief review of anatomy and physiology with emphasis on specific body system applications. Focus is on evaluation and refinement of existing reflexology techniques, adjunct theories of meridian and zone theories, marketing and office operations, and professional ethics. **Learning Outcomes:** 1) Perform full foot reflexology session with foot spa 2) Perform abbreviated version of hand reflexology 3) Perform techniques of integration of full hand and foot reflexology session 4) Explain Pathophysiology with specific indications for Reflexology 5) Identify disorders of the foot 6) Recognize and perform body and ear reflex points 7) Describe office operations such as legal and ethical components of a Reflexology practice **Prerequisite:** REF 101

### **TFH 101 Touch for Health I - 16 hours**

**Course Description:** Participants learn to balance 28 of the 42 pairs of muscles corresponding to the 14 Chinese meridians. Focus is on how to use massage points, holding points, meridians and muscle massage. The Chinese system of the Five Elements and how it can be used to correct muscles will be discussed, as well as food testing, a powerful emotional stress release technique and language patterns that enhance correction. **Learning Outcomes:** 1) List 14 meridians and associate muscle 2) Perform muscle testing 3) Perform 11 muscle testing techniques **Prerequisite:** None

### **TFH 102 Touch for Health II - 16 hours**

**Course Description:** This course introduces additional muscles and more energy balancing techniques and theory. New techniques and concepts presented in TFH II are: Circuit Locating which helps identify the body's preference for balancing technique; Alarm Points for over-energy detection; the Meridian Wheel and Time of Day Balance; the Law of Five Elements; several specialized balancing techniques and several self-balancing techniques. **Learning Outcomes:** 1) List Alarm Points 2) Perform Meridian Wheel and Time of Day Balance 3) Describe circuit Loading **Prerequisite:** TFH I

### **TFH 103 Touch for Health III - 16 hours**

**Course Description:** Participants learn another 14 muscles in this level along with additional techniques for balancing the body's energy. Techniques for dealing with chronic and recent pain are also introduced along with deeper understanding of the Five Elements theory. The interaction of muscles is studied further and the topic of interactive muscles is presented coupled with the Circuit Retaining mode. **Learning Outcomes:** 1) List additional 14 muscles 2) Perform muscle testing dealing with chronic and recent pain 3) Describe Five Elements Theory **Prerequisite:** TFH II

### **TFH 104 Touch for Health IV - 16 hours**

**Course Description:** Participants will learn to balance all 42 TFH muscles in a standing or prone position and learn how to balance using Five Element emotions, sound, Luo Points, Postural Stress Release and Tibetan Figure Eight Energies. Acupressure Holding Point theory and reactive muscles techniques are also covered. **Learning Outcomes:** 1) Perform 42 TFH muscle balances in standing and prone positions 2) Perform balance using Five Elements 3) Describe Acupressure Holding Point Theory 4) Perform muscle reactive techniques **Prerequisite:** TFH III

### **CES 101 Concepts in Energy Systems 32 hours**

**Course Description:** This class provides an introduction to the holistic wellness concepts of energy systems used in wellness. The course characterizes how our emotional and psychological beliefs are reflected in physical and mental well-being. In addition to exploring concepts in energy systems, students will be taught a full body energy technique they can immediately apply to their self-care practice or for the benefit of friends or family members. **Learning Outcomes:** 1) Define energy 2) Describe chakra theory 3) Describe meridian theory 4) Explain how well-being is affected by the flow of energy 5) Perform self-care energy centering technique **Prerequisite:** None

### **CES 102 Concepts in Energy Systems II 32 hours**

**Course Description:** This class continues building on the concepts of introduced in CES 101. Parallels with Western Scientific Views are explored. The concept of energy constrictions is discussed. Multiple types of energy methods are reviewed including hands-on healing, color, sound, and light. Experiential learning will occur in class with guest instructors and practicing energy balancing methods based on color, sound, and light. **Learning Outcomes:** 1) Discuss Western Science views and current research 2) List four hands-on healing methods 3) Explain effects of color, sound and light energies on biological systems 4) Perform one energy balancing using one of the methods learned in class. **Prerequisite:** CES 101

### **CES 103 Concepts in Energy Systems III 32 hours**

**Course Description:** This class will review current trends in energy medicine, review research published in peer-reviewed journals, and explore concepts of the universe as energy field and current quantum physics models. Experiential learning will occur in class with guest instructors and learning advanced energy balancing method. **Learning Outcomes:** 1) Analyze current research in energy healing methods. 2) Perform advanced energy balancing method for self-care **Prerequisites:** CES 102, HBIO 103

**HP 101 Herbal Principles – 35 hours Course Description:** Understanding and creating herbal intelligence is the emphasis of this course. Learn the power of herbs for health, basic precautions, and legal and ethical aspects of working with herbs. Classifications of therapeutic actions of specific herbs will be presented. This course is designed as an overview for the individual new to the field of herbology or with limited basic education of herbs. **Learning Outcomes:** 1) Summarize herb use throughout history 2) Define various types of herbal categories 4) State general guidelines for herbal safety 5) Examine legal considerations for herbs in personal use **Prerequisite:** None

### **HNU 101 Holistic Nutrition Concepts - 35 hours**

**Course Description:** This course includes basic nutrition guidelines and overview of various holistic theories on nutrition. Focus is placed on the role of nutrition in wellness. Ohio law regarding practice of dietetics will be covered in depth to assure ethical parameters. Boundaries of nutrition education are emphasized. **Learning Outcomes:** 1) List five basic nutrition guidelines 2) Explain the role of nutrition in wellness 10) Discuss Ohio law regarding practice of dietetics **Prerequisite:** None

### **HBIO 102 Medical Terminology – 12 hours**

**Course Description:** This class introduces prefixes and suffixes, and word roots in the language of medicine. **Learning Outcomes:** 1) Define common prefixes and suffixes used in medical terminology 3) Use the Internet for research of the whole body and healthcare systems terminology 4) Apply the basic rules to define and build medical words **Prerequisite:** None

### **HBIO 103 Holistic Anatomy & Physiology - 48 Hours**

**Course Description:** This class is a survey of the structure, function of the human body with energy body principles discussed relative to standard theory. **Learning Outcomes:** 1) Define anatomy and physiology 2) Define each level of human body structure, function, and organization 3) Outline the principle levels of organizational complexity in the human body 4) List the chakras and associated concepts 5) List 12 major meridians and associations **Pre or Co-requisite:** HBIO 102 Medical Terminology

### **MDN 101 Mindfulness and Wellness 16 hours**

**Course Description:** This course explores the role of mindfulness in wellness. **Learning Outcomes:** 1) Define mindfulness 2) List benefits of mindfulness practice grounded in scientific research 3) Perform mindfulness techniques **Prerequisite:** None

### **HCOM 101 Holistic Communication 32 hours**

**Course Description:** This course explores the roles of two methods of holistic communication: active listening and focusing. Active listening is a technique used to reflect on what a client has said to him or her and can help clients feel more deeply and more understood. Focusing is a body-centered method for developing self-awareness and is a way of listening to feelings by becoming aware of body sensations that carry meaning about issues or concerns. Basic rapport building techniques and NeuroLinguistic Programming (NLP) principles are introduced and practiced. **Learning Outcomes:** 1) List three main representation systems in NLP for communication 2) Define two methods of holistic communication 3) Define rapport 4) Model active listening and focusing **Prerequisite:** None

### **PSY 104 Psychology of Health and Wellness 30 hours**

**Course Description:** This course introduces students to major theoretical and empirical perspectives on the psychology of wellness. It examines the psychosocial determinants of wellness and explores parallels with wellness priorities. **Learning Outcomes:** 1) List three major perspectives on the psychology of wellness 2) Describe the role of the mind in wellness **Prerequisite:** None

### **HLC 101 Holistic Life Coach I 32 hours**

**Course Descriptions** This course provides students with skills and theory to be an effective holistic life coach for individuals or groups wanting to improve or enhance their lives. The course work presents skills that enable students to carefully co-create an interactive, embodied conversation that will invite and encourage growth and progress. **Learning Outcomes:** 1) Distinguish between coaching, consulting, psychotherapy, and other support professions 2) Establish trust and intimacy with a client by creating a safe, supportive environment that produces ongoing mutual respect and trust 3) Demonstrate effective communication techniques using active listening, powerful questioning and direct communication, and motivational interviewing techniques 4) Describe the basic philosophy, tools, and methods used by life coaches **Prerequisites:** HYP 101, HYP 102, HCOM 101

### **HLC 102 Holistic Life Coach II 32 hours**

**Course Descriptions** This course builds on the skills and principles from HLC 101 to be an effective holistic life coach for individuals or groups wanting to improve or enhance their lives. **Learning Outcomes:** 1) Conduct recorded face-to-face or telephone life 2 coaching sessions and have them evaluated by his or her peers 2) Develop and maintain an effective coaching plan with a mock client 3) Facilitate learning and results by creating awareness, designing actions, planning, and goal setting 4) Evaluate the effectiveness of a life coaching program

**Prerequisites:** HLC 102, PSY 104

### **MVH 100 Movement & Health – 32 hours**

**Course Description:** Students are introduced to the importance of movement in health and wellness. With several guest instructors, various forms of movement including Tai Chi, Yoga, and Qi Gong will be explored and experienced. **Learning Outcomes:** 1) Explain role of movement in health and wellness 2) Create personal plan of movement for health **Prerequisite:** None

### **BUS 101 Business & Ethics I – 32 hours**

**Course Description:** In this course the student will make a life plan which will include both personal and business goals. Ethics of practice are examined. The student will begin to set up their business, choosing a business name, location, as well as considering the office design and equipment need, permits, licensing or zoning that may be required. **Learning Outcomes:** 1) Explain specifics of starting a business 2) Describe legal and ethical parameters of scope of practice 3) Develop business plan **Prerequisite:** None

**BUS 102 Business & Ethics II – 32 hours**

**Course Description:** In this course the student will explore marketing techniques, focusing on social media, content marketing, and legal and ethical parameters of practice. The student will review and update business plan created in Business and Ethics I. Also covered are resume writing and interviewing skills for potential employers. **Learning Outcomes:** 1) Explain legal and ethical parameters of scope of practice 2) Develop marketing plan 3) Update business plan **Prerequisite:** Business and Ethics I

**HWP 110 Holistic Wellness Practitioner Internship - 24 hours**

**Course Description:** In this course, HWP students have the opportunity to fully integrate all material learned from previous courses into a practical clinical setting in the Student Clinic at AIAM under the direct supervision of AIAM faculty. They will spend the length of this class participating in clinical experiences that utilize the concepts that they have studied. **Learning Outcomes:** 1) Define scope of practice 2) Perform an interview process 3) Compile a treatment plan 4) Integrate learned holistic principles and skills to meet clients' needs **Prerequisites:** All HWP Coursework (may be taken concurrently with ALH 101, MVH 100)

**Effective September 14, 2016**

(P. C with Cover being A)

Delete: Our Mission and replace with the following:

**AIAM's Mission**

The American Institute of Alternative Medicine (AIAM) is a private higher education institution whose mission is to empower by promoting a holistic approach to wellness. AIAM models an integrative approach to develop and inspire compassionate professionals, nurture vibrant lives and foster a healthy community.

**Vision**

Transforming Healthcare Holistically

**Motto**

Your success is our success.

**Effective September 1, 2016****(P. 101) Auditing Courses**

Delete: "AIAM does not allow a class(es) to be audited."

Add: See Non-Matriculated Student Policy

**(P. 112) Replace section Non-Matriculating Students with:****Non-matriculated Students**

A non-matriculated student is one who is enrolled on a course-by-course basis and has not been accepted as a regular student pursuing a diploma/degree. The following rules apply to non-matriculated students at AIAM:

8. Non-matriculated students must meet the current entrance requirements of the program containing the desired course prior to enrolling in the course.

9. Non-matriculated students must complete an application for registration and may register for courses on a space-available basis.
10. Non-matriculated students shall follow all AIAM policies and processes as outlined in the course syllabus and the AIAM School Catalog.
11. Courses taken in non-matriculated status must be paid in full prior to the start date. No refunds will be issued after the course has started.
12. Applicants have the option to fulfill all course requirements and earn academic credit (receiving a certificate of achievement) or audit the course and earn no academic credit (receiving a certificate of completion). If a non-matriculated student chooses to attempt all course requirements, but does not earn a passing grade for that course (75% or above), s/he will receive a certificate of completion with no academic credit earned.
13. Courses taken by a non-matriculated student for a formal grade/academic credit may later be applied toward a diploma/degree; however, the student will not be eligible for financial aid for courses taken as a Non-matriculated student.
14. No more than 25% of coursework taken as a non-matriculated student may be applied toward a diploma/degree.

**(P. 114) Satisfactory Academic Progress (CLOCK HOUR)**

4. Appeals Process

Add the below as a New Subheading Under #4 on P. 115:

**Academic Timeframe Appeal**

- Students who have attempted (or will attempt) more than 150% of the time it normally takes to complete the diploma program (as measured in calendar time) of study are not considered to be making Satisfactory Academic Progress and therefore, are ineligible for financial aid funds.
- Students who are granted an Academic Timeframe Appeal must pay each quarter's tuition in full prior to the first day of the quarter.
- Students who are granted an Academic Timeframe Appeal are placed on Academic Probation with an AIP and will be required to complete 100% of their attempted coursework.
- A course being retaken in the "Academic Timeframe Appeal" enrollment which receives a failing grade will result in the student's dismissal from the program without eligibility for future readmission.
- Students who are granted an Academic Timeframe Appeal who are being readmitted into the program must successfully complete the program in which they are being readmitted, adhere to all readmission stipulations, and will not be eligible for any subsequent readmission opportunity.

**(P. 115) Satisfactory Academic Progress (CREDIT HOUR)**

4. Appeals Process

Add the below as a New Subheading Under #4 on P. 116:

**Academic Timeframe Appeal**

**Credit Hour Programs**

- Students who have attempted (or will attempt) more than 150% of the credits required for their program of study are not considered to be making Satisfactory Academic Progress and therefore, are ineligible for financial aid funds.
- Students who are granted an Academic Timeframe Appeal must pay each quarter’s tuition in full prior to the first day of the quarter.
- Students who are granted an Academic Timeframe Appeal are placed on Academic Probation with an AIP and will be required to complete 100% of their attempted coursework.

Course#	Title	Didactic	Nursing	Course	Clinic	Clock	▪ A course being retaken in the
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“Academic Timeframe Appeal” enrollment which receives a failing grade will result in the student’s dismissal from the program without eligibility for future readmission.

- Students who are granted an Academic Timeframe Appeal who are being readmitted into the program must successfully complete the program in which they are being readmitted, adhere to all readmission stipulations, and will not be eligible for any subsequent readmission opportunity.

## Effective August 8, 2016

### (P. 3) Add to AIAM Administration

Caleigh Carrothers, BBA, Senior Financial Aid Officer

Annamarie Ricketts, Admissions Representative

Sandra Armstrong, Admissions Representative

### (p. 6) Registered Nursing (All Quarters)

Classes may be scheduled Monday through Saturday between 8am and 5pm; clinicals and labs may be outside regular hours, including evenings and weekends.

			Hours	Lab	Lab	Hours	Hours	Credits
ALH 100	Professionalism in Healthcare		10	0	0	0	10	0.5
BIO 100	Anatomy & Physiology		48	0	0	0	48	3.5
PNRS 101	Nursing Foundations		48	22	0	28	98	6.5
ALH 102	Healthcare Informatics		10	0	10	0	20	1
ALH 103	Medical Terminology		10	0	0	0	10	0.5
CSS 100	College Success Skills PN		5	0	5	0	10	0.5
<b>TOTALS</b>							<b>196</b>	<b>12.5</b>

Quarter 2

PNRS 104	Pharmacology I		24	18	0	0	42	3
MAT 100	Basic Math		30	0	0	0	30	2
COM 100	Communications		23	0	0	0	23	1.5
PNRS 108A	Lifespan Nursing I		30	0	0	32	62	4.0
BIO 101	Biology		48	0	0	0	48	3.5

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**TOTALS** **205** **14**

Quarter 3

PNRS 102	Integrative Nursing I		40	42	0	40	122	7
PSY 100	Psychology of Growth & Development		30	0	0	0	30	2
INT 102	Massage		10	0	12	0	22	1
INT 100	Introduction to Holistic Concepts I		10	0	0	0	10	.5
							<b>184</b>	<b>10.5</b>

Quarter 4

PNRS 105	Pharmacology II		24	0	0	0	24	2
PNRS 107	IV Therapy		12	8	0	0	20	1
PNRS 106	Integrative Nursing II		36	48	0	56	140	7.5
							<b>184</b>	<b>10.5</b>

Quarter 5

PNRS 103	Ethical Practice		15	0	0	0	15	1
INT 101	Introduction to Holistic Concepts II		10	0	0	0	10	.5
PNRS 108B	Lifespan Nursing II		48	36	0	52	136	8
PNRS 109	Practice Transitions		30	0	0	0	30	2
							<b>191</b>	<b>11.5</b>

**(P. 54) PN Course Descriptions**

*PNRS 108B Lifespan II*

Prerequisite: PNRS 105

Prerequisite or Corequisite: PNRS 107

*PNRS 109 Practice Transitions*

Prerequisite or Corequisite: PNRS 108 B, PNRS 107

**(P. 102) Conduct**

11. Students may not bring children to campus, including leaving in private vehicles or common spaces.

12. Students may not bring animals/pets to campus, including leaving in private vehicles or common spaces with the exception of registered Service Animals with prior notification to the Director of Student and Graduate Services.

**(P.112) Non-Matriculating Policy**

6. Courses taken in a non-matriculating status must be paid in full prior to the start date. No refunds will be issued after the course has started.

**(P. 126) Faculty Bios**

Add:

Bethanie Barone, BSN, RN

Bethanie received her ADN from Columbus State Community College in 2003 and her BSN from Capital University in 2009. She has been an RN since 2003 and a Reiki II practitioner since 2015. Bethanie worked as a Critical Care nurse for 10 years and as a Heart Failure Clinic nurse 1 ½ years. She has 2 years' experience as a clinical instructor in both critical care and med surg at a local college. Bethanie received the Nursing Facet Award and is a member of AACN.

**(P.12) Insert all of the following content on the Master Acupuncture Program in front of current page 12 as noted earlier.**



# Acupuncture Program

## Overview:

Total Program Hours: **2125** · Total Quarter Credit Hours: **157** · Curriculum: **Full Time**  
Duration to Complete: **Nine 12-week quarters (27 Months)**

## Coursework Summary:

### AT Acupuncture & Related Studies

755 clock hours  
57.5 credit hours

### AW Western Science & Biomedical Sciences

530 clock hours  
52.5 credit hours

### AP Professional Development

90 clock hours  
7 credit hours

### AC Clinical Training Courses

720 clock hours  
37.0 credit hours

### RS Research Course

30 clock hours  
3 credit hours

## Introduction to the Program

AIAM's Acupuncture program is a graduate level program awarding a Master Degree in Acupuncture (MA) with advanced academic demands within the full-time curriculum.

The program is designed to graduate primary healthcare practitioners based on Traditional Chinese Medicine concepts that employ Acupuncture diagnosis and treatment, as well as adjunctive therapies and diagnostic techniques for the promotion, maintenance and restoration of health and the prevention of disease. Maximum number of students in the classroom is 20.

## Acupuncture Career Opportunities

With a master's degree from AIAM's Acupuncture program, graduates are thoroughly prepared for an entry-level career as an Acupuncturist—a Diplomat of Acupuncture certified by the National Certification Commission for Acupuncture and Oriental Medicine (NCCAOM).

By successfully passing the NCCAOM certification exam, graduates are eligible to apply for licensure through the Ohio State Medical Board. Licensure is required to practice acupuncture in the state of Ohio. For all other states, please contact the individual state boards for requirements.



## Educational Objectives & Outcomes

1. Students will demonstrate competency in making appropriate diagnoses and treatment plans according to the principles of Traditional Chinese Medicine.
2. Students will demonstrate skills in the administration of various Acupuncture, moxibustion and other healing modalities from oriental medicine treatment processes.
3. Students will have a working knowledge of Bio-Medical Science related material as it applies to Acupuncture diagnosis and treatment.
4. Students will have knowledge about how to access informational resources pertaining to healthcare in general and Acupuncture in particular.
5. Students will know how to communicate in a professional manner with other health care providers for the purposes of referral and consultation.
6. Students will know how to act ethically and appropriately with peers and patients.
7. Students will know how to establish and manage an Acupuncture practice.
8. Students will be prepared for the National Certification Commission for Acupuncture and Oriental Medicine (NCCAOM) examination and a career as an acupuncturist.
9. Students will know how to communicate in a professional manner with the public in order to develop and enhance an understanding of Acupuncture therapies.
10. Upon successful completion of the program, graduates receive a Master Degree in Acupuncture (MA) and are eligible to sit for the NCCAOM certification exams required for licensure.



## Completion Requirements

1. Complete all required course work and clinic internship with a minimum average of “B” (80%).
2. Attain at least 80% pass grade on the school’s comprehensive exam.
3. Complete at least 250 treatments and 50 different cases using Acupuncture with other modalities of Traditional Chinese Medicine.
4. Meet or exceed attendance requirements.
5. Maintain high standards of conduct and follow the student conduct policy.
6. Payment in full of all tuition and settlement of all AIAM financial obligations.



# Acupuncture Curriculum

9 Quarters • 27 months • Elective Courses Available

## Course Types:



AP Professional Development



AC Clinical Training Courses

### Quarter 1

RS Research

Course#	Title	Clock Hrs	Credit Hrs
AT 500	Basic Traditional Chinese Medicine Theory	40	3.5
AT 501	Acupoint Location & Energetics I w/Practicum	75	5.5
AT 506	Theory of Meridians	25	2.0
AW 512	Human Biology	45	4.5
AW 513	Surface Anatomy	30	3.0
AC 522	Clinical Observation I	30	1.5
<b>TOTALS</b>		<b>245</b>	<b>20</b>

### Quarter 2

Course#	Title	Clock Hrs	Credit Hrs
AW 514	Western Approaches to Illness & Medical Terminology	30	3.0
AT 503	History of Traditional Chinese Medicine	20	2.0
AC 523	Clinical Observation II	30	1.5
AW 518	Microbiology	40	4.0
AT 507	Chinese Medicine Etiology & Pathology	15	1
AT 508	Acupoint Location & Energetics II w/Practicum	75	5
AW 515	Human Anatomy & Physiology I	50	5.0
<b>TOTALS</b>		<b>260</b>	<b>21.5</b>

### Quarter 3

Course#	Title	Clock Hrs	Credit Hrs
AW 521	Western Medicine Pathology I	45	4.5
RS 500	Graduate Level Research Methods	30	3.0
AW 519	Human Anatomy & Physiology II	45	4.5
AC 524	Clinical Observation III	30	1.5
AP 506	Medical Ethics & Professional Issues I	20	1.5
AT 504	Tai Ji Quan	15	1.0
AT 510	Chinese Medicine Diagnostics/Methodology	60	4.5
<b>TOTALS</b>		<b>245</b>	<b>20.5</b>

## Quarter 4

<b>Course#</b>	<b>Title</b>	<b>Clock Hrs</b>	<b>Credit Hrs</b>
AW 613	Western Medicine Pathology II	30	3
AW 614	Psychology of Health & Wellness	30	3
AT 600	Acupuncture & Moxibustion Techniques	60	4
AT 602	Chinese Medicine Diagnostics/Differentiation of Syndromes I	25	2
AT 603	Chinese Medicine Diagnostics/Differentiation of Syndromes II	25	2
AC 625	Clinical Observation IV	30	1.5
AW 612	Clean Needle Technique/OSHA	15	1
<b>TOTALS</b>		<b>215</b>	<b>16.5</b>

## Quarter 5

<b>Course#</b>	<b>Title</b>	<b>Clock Hrs</b>	<b>Credit Hrs</b>
AW 615	First Aid & Cardio-Pulmonary Resuscitation	10	.5
AT 604	Acupuncture and Treatment of Disease I	35	2.5
AT 606	Acupuncture and Treatment of Disease II	35	3
AT 605	Principles of Point Selection & Combination	30	2.5
AC 626	Clinical Observation V	30	1.5
AT 607	Clinical Preparation	20	1.5
AP 609	Counseling	30	2.5
AW 616	Western Medicine Diagnostics/Physical Exam Techniques Practice	40	3.5
AW 611	Western Medical Diagnostics/Imagery & Lab Reading	20	2
<b>TOTALS</b>		<b>250</b>	<b>19.5</b>

## Quarter 6

<b>Course#</b>	<b>Title</b>	<b>Clock Hrs</b>	<b>Credit Hrs</b>
AC 619	Clinical Internship A	60	3
AC 620	Clinical Internship B	60	3
AT 610	Micro Acupuncture Therapy	20	2
AT 611	Chinese Medicine Diagnostics / Differentiation of Syndrome III	15	1.5
AW 618	Overview of Western Clinical Practice I	30	3
AW 617	Western Medicine Pharmacology	45	4.5
<b>TOTALS</b>		<b>230</b>	<b>17.0</b>

## Quarter 7

Course#	Title	Clock Hrs	Credit Hrs
AT 700	Chinese Massage Therapy I	30	2
AW 715	Overview of Western Clinical Practices II	30	3
AC 702	Clinical Experience Forum	30	2.5
AC 710	Clinical Internship C	60	3
AC 711	Clinical Internship D	60	3
AW 716	Medical Red Flags	20	2
<b>TOTALS</b>		<b>230</b>	<b>15.5</b>

## Quarter 8

Course#	Title	Clock Hrs	Credit Hrs
AC 712	Clinical Internship E	60	3
AT 701	Chinese Massage Therapy II	30	2
AC 713	Clinical Internship F or Clinical Externship F in China	60	3
AC 714	Clinical Internship G or Clinical Externship G in China	60	3
AT 703	Acupuncture Case Study	30	2.5
<b>TOTALS</b>		<b>240</b>	<b>13.5</b>

## Quarter 9

Course#	Title	Clock Hrs	Credit Hrs
AC 715	Clinical Internship H or 1/2 Clinical Externship H in China and 1/2 Clinical Internship local	60	3
AC 716	Clinical Internship I	60	3
AT 708	Medical Qi Gong I	10	.5
AT 709	Medical Qi Gong II	10	.5
AP 707	Medical Ethics & Professional Issues II	10	0.5
AP 708	Practice Management	30	2.5
AT 720	Terminal Competencies of Acupuncture	30	3
<b>TOTALS</b>		<b>210</b>	<b>13</b>



## Acupuncture Tuition & Fees

Students are legally responsible for educational expenses during enrollment. When current with payments, students are entitled to all privileges of enrollment. Failure to remain current with payments may result in suspension and possible dismissal.

### Tuition & Required Fees

<b>157 Credit Hours of Tuition @ \$317.00 per Credit Hour</b>	<b>\$ 49,769.00</b>
Application Fee*	\$ 100.00
Matriculation Fee	\$ 50.00
Student Identification Card	\$ 10.00
<b>TOTAL TUITION &amp; REQUIRED FEES***</b>	<b>\$ 49,929.00</b>

### Other Student Costs Associated with Program (estimated)

Approximate Cost of Required Textbooks and Reference Books**	\$1100.00
Approximate Cost of Supplies <sup>1</sup>	\$ 720.00
Uniform (lab coat and name tag) <sup>1</sup>	\$ 35.00
Hepatitis B Vaccinations (series of 3) <sup>1</sup>	\$ 150.00
Approximate Cost of Medical Exam <sup>1</sup>	\$ 30.00
NCCAOM Exam Application <sup>2</sup>	\$ 475.00
NCCAOM Biomedicine <sup>2</sup>	\$ 300.00
NCCAOM Foundation <sup>2</sup>	\$ 300.00
NCCAOM Acupuncture & Point Location <sup>2</sup>	\$ 300.00
CCAOM Clean Needle Technique <sup>2</sup>	\$ 150.00
CCAOM Clean Needle Exam Results & Transmittal Fee (to NCCAOM and SMB) <sup>2</sup>	\$ 10.00
NCCAOM Certification Verification Transmittal Fee, results to SMB 2	\$ 45.00
<b>TOTAL OTHER COSTS</b>	<b>\$ 3,615.00</b>

### AIAM Optional Fees (estimated)

Returned Check Fee (or up to legal limit)	\$ 37.50
Terminal Exam Re-Take Fee	\$ 50.00
Course Add/Drop Fee	\$ 50.00
Proficiency Test Fee per Test ****	\$ 50.00
Transfer Credit Fee per Course Accepted	\$ 50.00
<b>TOTAL OPTIONAL FEES***</b>	<b>\$ 237.50</b>

(May be greater pending fee frequency)

#### 1 Pre-start Cost

#### 2 Post-graduation Cost

\*Application Fee is refundable if application is cancelled in writing to AIAM within five (5) calendar days after the date of signing and/or payment of the fee.

\*\* Approximate total cost throughout entire program. These figures are estimates and based on current book lists. Books may change based on publisher availability without notice. Actual cost will be based on student's choice of retailer.

\*\*\* Fees are refundable in accordance with Ohio Administrative Code 3332-1-10.1

\*\*\*\* 50% of the course fee will be charged for the associated course if the proficiency exam is passed.



# Course Descriptions

## Acupuncture

**AT 500 Basic Traditional Chinese Medicine Theory** 40 hours/3.5 credits This course systematically presents the basic theories of Traditional Chinese Medicine. Yin/Yang Theory and Five Element Theory as well as their application, Qi, blood, body fluids, essence and Shen, Zang Fu organs and their physiological and pathological relations are discussed extensively.

**AT 501 Acupoint Location & Energetics I** 75 hours/5.5 credits This course discusses the concepts and classification of the points, the main indications of a group of points and point locating methods, forbidden points, contraindications of points, the System of Nomenclature and Knowledge of Standards of the WHO Scientific Group to Adopt a Standard of International Acupuncture Nomenclature. All the points on the twelve regular meridians and Ren and Du meridians as well as 40-50 extraordinary points will be emphasized. Each point will be discussed including name, code, anatomical location, energetics, indications, contraindications, needling methods and specific point categories. In-depth discussion and summary of the specific points includes the Five Shu, Yuan-primary, Luo-connecting, Xi-Cleft, Front-Mu, Back-Shu, the Eight Influential, Eight Confluent, Crossing points and their clinical applications. Special groupings of Acupuncture points such as Ah Shi, local and distal points, associated effect and alarm points, windows of the sky, thirteen ghost points etc. and their recognized point combinations will be explored too. Students are required to master the methods of locating Acupuncture points, the exact anatomical locations of the points and trace the meridians. During this course, students should have completed the 2nd and 3rd Hepatitis B series vaccine or have a signed waiver on file.

**AT 503 History of Traditional Chinese Medicine** 20 hours /2 credits This course examines the historical development of Traditional Chinese Medicine and its thousands of years of written history. It will focus on the history of Acupuncture, including the discussion of different traditions in Acupuncture, history of the development of Acupuncture in the US, and of the development of current professional trends as well as discussion of history and professional trends in Acupuncture outside the U.S. and China. Research in acupuncture is also explored.

**AT 504 Tai Ji Quan** 15 hours/1 credit This course is designed to provide students with the practice of Tai Ji in order to let students gain understanding and perception of the flow of Qi through the body and assist students in supporting their health and as a tool for their patients' well-being. The short style of the Chen or Yang style Tai Ji Quan system will be covered.



## AT 506 Theory of Meridians

25 hours/2 credits

This course is designated to discuss the concepts of meridians and collateral, the formation of the meridian system, the distribution laws of twelve regular meridians, the distribution routes of the twelve regular meridians and eight extraordinary meridians. The twelve divergent meridians, twelve muscular regions, twelve cutaneous regions, fifteen collaterals as well as the physiological functions and pathological manifestations of the meridians and collaterals and the application of the meridian theory will also be covered.

Corequisite: AT 500

## AT 507 Chinese Medicine Etiology & Pathology

15 hours/1 credit

This course explores the causes which give rise to the onset of disease, among them are the six exogenous factors, seven emotions, miscellaneous factors, diet, lifestyle, sexual activity, physical activity etc. Pathological mechanisms are discussed in depth. After study with this course, students will know that occurrence of a disease is based on imbalance of Yin and Yang which is determined by prevalence and weakness of Evil Qi (known as pathogenic factors) and Vital Qi (known as body resistance).

Prerequisite: AT 500

## AT 508 Acupoint Location & Energetics II

75 hours/5 credits

This is the second part of Acupoint Location and Energetics. It is designed to continue to introduce the Chinese Acupuncture points. The emphasis includes the Chinese Pinyin names, the number system, the location and necessary local anatomy information, the energetics, the indications, the needling method, special contradiction of the points and more. It includes practice on all Acupuncture points from the meridians of pericardium, San Jiao, gallbladder, liver, Ren and Du, as well as extra points.

Prerequisite: AT 501, AT 502

## AT 510 Chinese Medicine Diagnostics/Methodology & Practice 60 hours/4.5 credits

This course teaches the classical TCM diagnostic methods including inspection, listening and smelling, inquiring, pulse-feeling and palpation. In-depth discussion of commonly seen symptoms or signs of different diseases is included. Tongue diagnosis and pulse diagnosis will also be discussed in detail. Students will practice the TCM four diagnostic methods in the classroom. The focus is on tongue diagnosis and pulse diagnosis. Students work in pairs or in groups and are guided by an instructor who demonstrates the diagnostic methods. After completing this course, students are expected to know how to use these four diagnostic techniques to collect clinical data.

Prerequisite: AT 500, AT 506, AT 507

## AT 600 Acupuncture & Moxibustion Techniques

60 hours/4

**credits** This course discusses various Acupuncture and moxibustion techniques in detail. The emphasis is on manipulations of filiform needle in Acupuncture therapy including reinforcing and reducing manipulations and manipulations of retaining and withdrawing the needle, methods and application of moxibustion. Preparation of needles and moxa, angle, direction and depth of needle insertion, common procedure of Acupuncture and moxibustion therapy, prevention and management of possible accidents, precautions, practicing methods of needling skills, contraindications of treatment, safety, sterilization, hygiene are examined. Other related techniques—such as electro-Acupuncture, cupping, guasha, seven-star and bleeding—are covered. Upon completion of this course, students are expected to demonstrate mastery of needling and moxibustion techniques and related skills including appropriate safety precautions.

Prerequisite: AT 507, AT 508, AT 509



### **AT 602 Chinese Medicine Diagnosis/Differentiation of Syndromes I 25 hrs/2 credits**

This course teaches the three differentiation systems by which TCM differentiates syndromes. These three systems include Eight Principles Differentiation, Etiological Differentiation, and Qi, Blood and Body Fluid Differentiation.

Students are expected to demonstrate a good understanding of each syndrome type including its name, main manifestations, pathogenesis and differential diagnoses among comparable syndrome types.

Prerequisite: AT 510, AT 511

### **AT 604 Acupuncture & Treatment of Diseases I**

**35 hours/2.5 credits**

This course is designated to present Acupuncture treatments for internal diseases. In-depth discussion of etiology, pathogenesis, differentiation of syndromes, diagnosis and treatment principles as well as therapeutic methods and prognosis for each single disease are included. The situations where the patient requires emergency or additional care or care by practitioners of other healthcare (or medical) modalities are explored. Students are required to demonstrate mastery of diagnosis, treatment principles and applications of Acupuncture, and making appropriate referrals for the diseases covered.

Prerequisite: AT 508, AT 601

### **AT 603 Chinese Medicine Diagnosis/Differentiation of Syndromes II 25 hrs/2 credits**

This course teaches the two differentiation systems by which TCM differentiates syndromes. These two systems include Zang-Fu Differentiation, and Meridian and Collateral Differentiation. Students are expected to demonstrate a good understanding of each syndrome type including its name, main manifestations, pathogenesis and differential diagnoses among comparable syndrome types.

Prerequisite: AT 602

### **AT 605 Principles of Point Selection & Combination**

**30 hours/2.5 credits**

This course shows the principles of point selection and combination in clinical practice. The principles of prescribing points and applications of specific points will be thoroughly discussed. Traditional rules and contemporary methods are also covered. "Four Needle Techniques" is also included. Students are required to know how to pick up points for their clinical practice correctly and effectively.

Prerequisite: AT 501, AT 508, AT 602, AT 604

### **AT 606 Acupuncture and Treatment of Diseases II**

**35 hours/3 credits**

This course is designated to present Acupuncture treatments for internal diseases. In-depth discussion of etiology, pathogenesis, differentiation of syndromes, diagnosis and treatment principles as well as therapeutic methods and prognosis for each single disease are included. The situations where the patient requires emergency or additional care by practitioners of other healthcare (or medical) modalities are explored. Students are required to demonstrate mastery of diagnosis, treatment principles and applications of Acupuncture, and making appropriate referrals for the diseases covered.

Prerequisite: AT 603, AT 600

### **AT 607 Clinical Preparation**

**20 hours/1.5 credits**

This course teaches students about the Acupuncture clinic setting, the procedures of the Acupuncture diagnosis and treatment, the requirements of working in the clinic and basic skills of managing the clinic and patients.

Case records are discussed in detail. The practice of case writing and medical records is included. Pre-clinic comprehensive exam is given at the conclusion of the course.

Corequisite: AC 526 / Prerequisite: AT 603, AT 606



### **AT 610 Micro-Acupuncture Therapy 20 hours/2 credits**

This course presents a series of Microsystems of Acupuncture including auricular Acupuncture, scalp Acupuncture, facial and nasal Acupuncture, ocular Acupuncture, wrist and ankle Acupuncture, hand and foot Acupuncture as well as Acupuncture on the radial aspect of the second metacarpal bone. Emphasis is placed on auricular Acupuncture and scalp Acupuncture. The coursework consists of both didactic and practicum. It deals with the anatomy, theory and techniques of these micro-systems of Acupuncture. Upon completion of this course, students are expected to demonstrate mastery of the efficacy and use of these micro-systems of Acupuncture in theory and practical application.

**Prerequisite:** AT 508, AT 509

### **AT 611 Chinese Medicine Diagnosis/Differentiation of Syndromes III 15 hrs/1.5 credits**

This course teaches the three differentiation systems by which TCM differentiates syndromes. These three systems include Six Channels Differentiation, Wei, Qi, Ying and Blood Four Phases Differentiation and San Jiao Differentiation. Students are expected to demonstrate a good understanding of each syndrome type including its name, main manifestations, pathogenesis and differential diagnoses among comparable syndrome types

**Prerequisite:** AT 602

### **AT 700 Chinese Massage Therapy I**

**30 hours/2 credits**

This course will cover the fundamental theory of Chinese Massage, including the concept, history, schools, effects, physical exercises, some manipulations and the method for manipulation practice.

**Prerequisite:** AT 506, AT 508

### **AT 701 Chinese Massage Therapy II**

**30 hours/2 credits**

This course covers Chinese massage manipulation techniques, clinic knowledge for adult and pediatric massage and treatment for commonly encountered soft tissue disorders. The manipulation techniques introduce details of force giving region, force giving method, manipulation styles, effects, operating structure, manipulation essentials and clinical applications. The clinic knowledge will cover the information regarding how to prevent injury to the practitioner as well as patient. The treatment of soft tissue injury will introduce the manifestations, diagnosis and manipulations for the specific disorder.

**Prerequisite:** AT 700

### **AT 703 Acupuncture Case Study**

**30 hours/2.5 credits**

This course presents and discusses case studies. Each student is required to bring in one written case history for discussion; this provides students with an opportunity to integrate their TCM knowledge and abilities through the case analysis, discussion and review. The case history, tongue and pulse reading, diagnosis, treatment plan and Acupuncture treatment as well as other related modalities would be evaluated, critiqued and adjusted by the teacher. Cases can also be from the experiences of long-term practitioners or selected readings with analysis of treatment plans and principles.

**Prerequisite:** AT 608, AC 619

### **AT 708 Medical Qi Gong I**

**10 hours/0.5**

**credit** Qi Gong is the ancient Chinese method of cultivating and using vital energy in the body. Medical Qi Gong is the one which is used for healing and illness prevention. These courses focus on the medical Qi Gong starting with a general survey of several traditional Qi Gong systems practiced today and basic theory of Qi Gong. The courses consist of three components: lecture/instruction, Qi Gong exercises and meditation.



### **AT 709 Medical Qi Gong II**

**10 hours/0.5 credit**

This course consists of a series of slow movements through traditional methods of promoting internal awareness that direct energy throughout the body by focusing controlled movements of chi in relation to Acupuncture meridians and points, improving health and wellness through breathing and movement exercises. In addition, it will provide an understanding of chi as it travels through the meridian pathways and familiarize the students to internal and external connections and major points on the meridians.

**Prerequisite:** AT 708

### **AT 720 Terminal Competencies of Acupuncture**

**30 hours/3 credits**

This course entails a comprehensive review of the studies of Acupuncture theories, techniques and applications as well as other related basic theories. Students are required to pass all course exams in order to be eligible for graduation from the program.

**Prerequisite:** AT 610

### **AT 702 Clinical Experience Forum 30 hours/2.5 credits**

This course discusses clinic experiences for the treatment of diseases with Traditional Chinese medicine. Various speakers discuss their clinic practice and share clinic experience with the students.

**Prerequisites:** AT 506, AC 619

## **AW Western Science & Bio-Medical Sciences**

### **AW 512 Human Biology**

**45 hours/4.5 credits**

This course which explores the principles of the characteristics of life, biological chemistry, eukaryotic and prokaryotic cell structure, cell metabolism, cell reproduction, genetics and an overview of human biology.

### **AW 513 Surface Anatomy**

**30 hours/3 credits**

This course provides students with a solid basis for the eventual study of Acupuncture points—with an emphasis on learning the superficial anatomical landmarks of the human body. Basic anatomy of the musculoskeletal system will be considered as students work to improve palpatory skills in identifying bony landmarks, muscles, ligaments, joints, lymph nodes, glands, blood vessels and nerves. Students will be expected to dress appropriately to allow for palpation.

### **AW 514 Western Approaches to Illness & Medical Terminology**

**30 hours/3 credits**

This course provides a brief, basic survey of western medical history and healthcare practices. It familiarizes beginning students with the theoretical foundations underlying medical treatment provided by western medical doctors. A wide variety of specialties, modalities of western medicine are discussed. Recognition of symptoms requiring referral, infectious diseases and other medical emergencies. Effects of drugs and other medications will also be covered. Additionally, the course introduces the etymology and technical language used in western biomedicine. requiring referral, infectious diseases and other medical emergencies. Effects of drugs and other medications will also be covered. Additionally, the course introduces the etymology and technical language used in western biomedicine.

### **AW 515 Human Anatomy & Physiology I**

**50 hours/5.0 credits**

This courses presents a systematic approach to human anatomy (skeletal, muscular, integumentary, digestive, respiratory, cardiovascular, genital, urinary, endocrine, lymphatic and nervous systems) and the normal functioning of the human body based on fundamental biophysical principles. In-depth discussions on cells, tissues, skin, bones, skeleton, joints and muscles are included.

**Corequisite:** AW 512



**AW 616 Western Medicine Diagnostics/Physical Exam Techniques 40 hrs/3.5 credits** Students will learn the complete western medical history and physical focusing on those skills needed for eliciting both a proficient and efficient history and physical examination used in western medicine to collect clinical data and diagnose patients. Students will also learn the significance of both normal and abnormal findings they encounter in a traditional western examination. Through lectures and practicum experiences, students will be expected to know how to perform a physical examination, collect relevant information and identify situations that require a referral to a western practitioner.

Prerequisite: AW 514, AW 519

**AW 614 Psychology of Wellness and Health 30 hours/3 credits**

This course is designed to provide an overview of the field of health psychology with an emphasis on wellness. Students will learn about the major lifestyle related health issues of the 21st century in America. Risk factors, prevention, etiology, and treatment modalities of chronic illnesses, stress, and pain will be studied. Emphasis will be on the interplay of biological, psychological, and social factors in relation to illness and wellness

**AW 519 Human Anatomy & Physiology II 45 hours/4.5 credits** This course

presents a systematic approach to human anatomy including: skeletal, muscular, integumentary, digestive, respiratory, cardiovascular, genital, urinary, endocrine, lymphatic and nervous system.

Prerequisite: AW 515

**AW 518 Microbiology 40 hours/4 credits**

This course covers bacterial morphology and physiology, genetics, virology, microorganisms, pathophysiology and epidemiology of infectious disease. It provides students with important basic knowledge for the protection of the patient and the practitioner in the clinical setting.

Pre or Co -quisite: AW 514

**AW 521 Western Medicine Pathology I 45 hours/4.5 credits**

This course is the first of a two-course sequence covering a clinical approach to an understanding of basic mechanisms of disease. The pathologic basis of some major diseases will be discussed, including cell injury, inflammation, genetic disorders, immunology, neoplasia and pathology of the digestive, respiratory, urinary, musculoskeletal, nervous and endocrine systems.

Prerequisite: AW 515, AW 519

**AW 611 Western Medicine Diagnostics/Imagery & Lab Data Reading 20 hours/2**

**credits** This course introduces the common laboratory tests used in western medical practice for diagnosing diseases and making medical decisions. Students learn to recognize the utility of a particular laboratory test, based on its sensitivity, specificity and predictive value, learn which tests are indicated in a given clinical setting and learn how to interpret pertinent lab results.

Prerequisite: AW 519, AW 518, AW 521



### **AW 612 Clean Needle Technique/OSHA**

**15 hours/1 credit**

This course teaches the students appropriate knowledge of sterilization and sanitation procedures as they apply to the practice of Acupuncture in order to enable the students to meet the requirements of work in the Acupuncture clinical environment. Occupational Safety and Health Administration (OSHA) shows their regulations as applied at city, state and federal levels.

Prerequisite: AW 518

### **AW 615 First Aid & Cardio-Pulmonary Resuscitation**

**10 hours/0.5 credit**

This course presents the basic emergency procedures used in first aid situations and the basic techniques used in cardio-pulmonary resuscitation. Upon completion of this course, students are expected to demonstrate the proper techniques used in an emergency situation.

### **AW 613 Western Medicine Pathology II**

**30 hours/3 credits**

This course is the second of a two-course sequence covering a clinical approach to an understanding of basic mechanisms of disease. The pathologic basis of some major diseases will be discussed, including cell injury, inflammation, genetic disorders, immunology, neoplasia and pathology of the digestive, respiratory, urinary, musculoskeletal, nervous and endocrine systems.

Prerequisite: AW 521

### **AW 617 Western Medicine Pharmacology**

**45 hours/4.5 credits**

This course surveys western pharmacology. The emphasis is placed on major groups of medications prescribed today including their classifications, common prescription names, their indications and therapeutic uses, side effects, interactions with other medications, the risks associated with each medication and potential complications when used with herbal therapy.

Prerequisite: AW 518, AW 521

### **AW 618 Overview of Western Clinical Practices I**

**30 hours/3 credits**

This is the first of a two-course sequence presenting a review of major disease processes, their clinical manifestations, diagnoses and preferred treatment modalities according to the science and philosophy of western medicine and from the perspective of the major medical and surgical subspecialties. Applications of previous and current pathology and diagnostics courses will be incorporated into clinical case studies involving fictitious patients. There will be a correlation between occidental approaches and traditional Chinese medicine.

Prerequisite: AW 517, AW 516, AW 611 and AW 617

### **AW 715 Overview of Western Clinical Practices II**

**30 hours/3 credits**

This is the second of a two-course sequence presenting a review of major disease processes, their clinical manifestations, diagnoses and preferred treatment modalities according to the science and philosophy of western medicine. Exploration of the major medical and surgical subspecialties will be continued, utilizing case-based problem solving. There will be a correlation between occidental approaches and traditional Chinese medicine. Analytical methods for evidence-based medicine will be introduced.

Prerequisite: AW 618

### **AW 716 Medical Red Flags**

**20 hours/2 credits**

This course gives practitioners of acupuncture and East Asian medicine the information they need to refer their clients appropriately when facing potentially dangerous signs and symptoms.

Prerequisite: AW 616



RS

## Research Course

### RSMT 500 Graduate Level Research Methods

30 hours/3 credits

This course in research design and methods is oriented to prepare students for performing effective and responsible graduate level research in any discipline of choice. It is primarily oriented towards beginning graduate students working on a M.S. degree in Acupuncture and will provide the tools necessary for students to perform and communicate research effectively. The emphasis is oriented towards acupuncture research but nearly the entire course applies to other areas of health science. The course is designed to provide an understanding of basic research methods and techniques used in medical science but also applicable to almost any area of investigation and scholarship.

AC

## Clinical Training Courses

### AC 522 Clinical Observation I

30 hours/1.5 credits

This course is designed to allow students to learn the role of an acupuncturist in an actual clinical setting. Students learn basic principles of diagnosis and treatment through observing treatments performed by AIAM faculty and upper level students in the Faculty and Intern Clinics. Students keep a clinical record of treatments observed and are expected to learn the basic principles and practices that are involved in maintaining the Acupuncture clinic. Treatment room set-up, patient scheduling, steps of patient care, AIAM clinic policies and introductions to the Clean Needle Technique are emphasized.

### AC 523 Clinical Observation II

30 hours/1.5 credits

This course is a continuation of the Clinical Observation course series. The expectations and learning objectives of this course build on those from 1111 AC A. In addition to continued learning of the basic clinic rules, regulations and practices in the AIAM clinics, students also learn to apply information from courses as they pertain to the clinical setting. Patient confidentiality, ethics and communications are some of the skills taught

Prerequisite: AC 522

### AC 524 Clinical Observation III

30 hours/1.5 credits

This course is a continuation of the Clinical Observation course series. The expectations and learning objectives of this course build on those from 1111 AC B. In addition to continued learning of the basic clinic rules, regulations and practices in the AIAM clinics, students also learn to apply information from prior courses as they pertain to the clinical setting. Recognition of acupoints, basic TCM diagnostic skills, basic biomedical principles and opening and closing duties of the clinic are some of the skills emphasized.

Prerequisite: AC 523

### AC 525 Clinical Observation IV

30 hours/1.5 credits

This course is a continuation of the Clinical Observation course series. The expectations and learning objectives of this course build on those from 1111 AC C. In addition to continued learning of the basic clinic rules, regulations and practices in the AIAM clinics, students also learn to apply information from courses as they pertain to the clinical setting. Understanding basic TCM principles used in patient assessment, acupoint selection, basic biomedical principles, basic OSHA/CNT guidelines and understanding the methods used to gather patient information for case presentation are all emphasized.

Prerequisite: AC 524



## AC 526 Clinical Observation V

30 hours/1.5 credits

This course is a continuation of the Clinical Observation course series. The expectations and learning objectives build on those from 1111 AC D. In addition to continued learning of the basic clinic rules, regulations and practices in the AIAM clinics, students also learn to apply information from courses as they pertain to the clinical setting. Identification of adjunct clinical techniques, use of basic reference materials for clinic and patient information gathering are all emphasized.

Prerequisite: AC 525

## AC 619 Clinical Internship A

60 hours/3 credits

This course provides students with the opportunity to do internships in a professional Acupuncture clinic. Under the supervision of licensed practitioners, student interns handle all phases of clinic organization and operation, differentiation of symptoms and treating patients with Acupuncture, moxibustion and other TCM healing modalities. The student intern is responsible for the safe and appropriate provision of Acupuncture, which includes all aspects of the case: the initial patient visit, diagnosis, record keeping and case management. Communication of CNT/OSHA regulations, AIAM clinic policies and procedures, basic practice management and introductory level skills of TCM principles and practices applied in the clinical setting are all emphasized.

Prerequisite: AC 526, AT 507, AT 205, AW 512, AW 513, AT 609, AW 617, AW 616

## AC 620 Clinical Internship B

60 hours/3 credits

This course is a continuation of the clinical internship series. As the student intern progresses through the series, increased levels of skills and responsibilities are expected. Communication of CNT/OSHA regulations, AIAM clinic policies and procedures, basic practice management, use of basic reference materials and introductory level skills of TCM principles and practices applied in the clinical setting are all emphasized.

Prerequisite: AC 619

## AC 710 Clinical Internship C

60 hours/3 credits

This course is a continuation of the clinical internship series. As the student intern progresses through the series, increased levels of skills and responsibilities are expected. Patient information gathering, case writing and presentation, basic needling and correct acu-point location, practice management and basic adjunct modalities are all emphasized.

Prerequisite: AC 620

## AC 711 Clinical Internship D

60 hours/3 credits

This course is a continuation of the clinical internship series. As the student intern progresses through the series, increased levels of skills and responsibilities are expected. Patient information gathering, case writing and presentation, basic needling and correct acu-point location, practice management and basic adjunct modalities are all emphasized.

Prerequisite: AC 710

## AC 712 Clinical Internship E

60 hours/3 credits

This course is a continuation of the clinical internship series. As the student intern progresses through the series, increased levels of skills and responsibilities are expected. Patient information gathering, case writing and presentation, basic needling and correct acu-point location, practice management and basic adjunct modalities are all emphasized.

Prerequisite: AC 711

## AC 713 Clinical Internship F

60 hours/3 credits

This course is a continuation of the clinical internship series. As the student intern progresses through the series, increased levels of skills and responsibilities are expected. Increased accuracy of acu-point location, proper needling, proper adjunct modalities, case writing and presentation, and involvement in practice building are all emphasized. Student interns at this level are also expected to show increased level of independence in forming the assessment, treatment principle and treatment plan.

Prerequisite: AC 712



### **AC 714 Clinical Internship G** credits

60 hours/3

This course is a continuation of the clinical internship series. As the student intern progresses through the series, increased levels of skills and responsibilities are expected. Increased accuracy of acu-point location, proper needling, proper adjunct modalities, case writing and presentation, and involvement in practice building are all emphasized. Student interns at this level are also expected to show increased level of independence in forming the assessment, treatment principle and treatment plan.

**Prerequisite:** AC 713

### **AC 715 Clinical Internship H** credits

60 hours/3

This course is a continuation of the clinical internship series. As the student intern progresses through the series, increased levels of skills and responsibilities are expected. Increased accuracy of acu-point location, proper needling, proper adjunct modalities, case writing and presentation and involvement in practice building are all emphasized. Student interns at this level are also expected to show increased level of independence in forming the assessment, treatment principle and treatment plan.

**Prerequisite:** AC 714

### **AC 716 Clinical Internship I** credits

60 hours/3

This course is a continuation of the clinical internship series. As the student intern progresses through the series, increased levels of skills and responsibilities are expected. Increased accuracy of acu-point location, proper needling, proper adjunct modalities, case writing and presentation, and involvement in practice building are all emphasized. Student interns at this level are also expected to show increased level of independence in forming the assessment, treatment principle and treatment plan.

**Prerequisite:** AC 715

## **AP Professional Development**

### **AP 506 Medical Ethics & Professional Issues I** hours/1.5 credits

20

This course is the first of a two-part discussion on the standards of professional behavior and conduct, as well as appropriate interpersonal behavior, and examines legal compliance, laws and regulations governing the practice of Acupuncture in the U.S. with special emphasis on Ohio. HIPAA (Health Insurance Portability and Accountability Act) is included. Patient confidentiality and cultural differences, as well as potential offenses to patients are also covered. The first part of these discussions will be focused on preparation for clinical studies.

### **AP 707 Medical Ethics & Professional Issues II** credit

10 hours/0.5

This course is the second part of a two-part discussion on the standards of professional



behavior and conduct, as well as appropriate interpersonal behavior, and examines legal compliance, laws and regulations governing the practice of Acupuncture in the U.S. with special emphasis on Ohio. HIPAA (Health Insurance Portability and Accountability Act) is included. Patient confidentiality, cultural differences and potential offenses to patients are also covered. The second part of this discussion focuses primarily on application of ethical behaviors in private practice.

**Prerequisite:** AP 506

### **AP 708 Practice Management credits**

**30 hours/2.5**

This course familiarizes the students with the process of opening and managing a successful healthcare practice, including formulating an effective business proposal, developing office policies and procedures, patient and financial record keeping, informed consent, patient expectations, patient contracts, professional liability, insurance and billing procedures, advertising and marketing. Upon completion of this course, students are expected to have a firm grounding in these business skills and be able to apply them in a private practice.

### **AP 609 Counseling credits**

**30 hours/3**

This Course presents methods to assist students in developing the communications and counseling skills used in daily practice by health care providers. Techniques for establishing rapport with patients are one major focus. Effective listening/communication skills are also emphasized. This course will be primarily experiential in format. Research in acupuncture applicable to course topic is also explored.

**Prerequisite:** AW 614