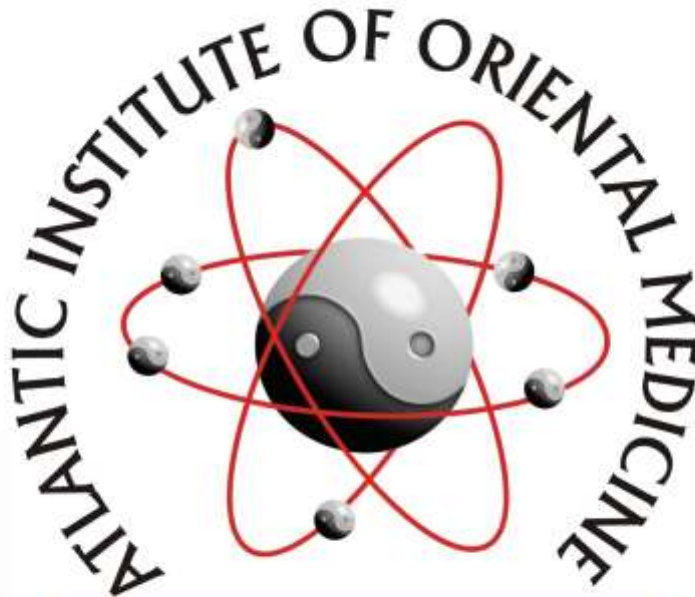


**ATLANTIC INSTITUTE OF ORIENTAL MEDICINE**  
**Traditional Chinese Medicine Program**



**ATOM**

大西洋中醫學院

**College Catalogue**

**2016 - 2017**

Volume 24 (Revised)

(Effective Aug. 2016)

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## Catalog Dedication

*We dedicate this catalog to the following people:*

*Members of our administration and faculty, who uphold the highest standards of education in Acupuncture and Traditional Chinese Medicine.*

*Our Board of Directors for assisting the Institute in its growth and development.  
Our students, for their courage in choosing this holistic and compassionate healing profession and for willingly enduring the Atlantic Institute's rigorous training programs.*

*All practitioners of Acupuncture and Traditional Chinese Medicine, who give selflessly of their art, and have made it easier for the next generation of acupuncture and Oriental medicine students to follow in their footsteps.*

*Much energy and sacrifice have gone into the creation and accreditation of this Institute. Its success depends very much upon a welcoming and supportive community. Not the least among these are many people who have been drawn to ATOM's vision and who have support its mission with gifts of service, goods, books, and financial support.*

*To everyone, our heartfelt thanks for making our dream a reality.*

**COVER:** *ATOM is the acronym for the Atlantic Institute of Oriental Medicine.*

*The four initial letters of the Atlantic Institutes name signifies that the five-thousand-year-old practice of medicine in the Orient is still very much relevant to improving health in the 21<sup>st</sup> Century. In this simulated atom, the large yin-yang acts as the nucleus and the smaller yin-yang signs act as electrons. Together they represent not a new element, but rather a new school that teaches the modern application of an ancient system of medicine. The Chinese ideograms represent the name Atlantic Institute of Oriental Medicine.*

# ATOM ACADEMIC CALENDAR

2016		2017
January 1 January 4	New Year's Day Holiday WINTER Trimester Begins Winter Class Enters	January 1 January 3
January 18 March 25-26 April 16 April 18-30	Martin Luther King Holiday Easter Holiday Winter Trimester Ends Spring Break	January 16 April 14-15 April 15 April 17-29
May 2	SPRING Trimester Begins Spring Class Enters	May 1
May 30 July 4 August 13 Aug. 15-Sprt. 3	Memorial Day Holiday Independence Day Holiday Spring Trimester Ends Summer Break	May 29 July 4 August 12 Aug. 14-Sept. 2
September 5 September 6	Labor Day Holiday FALL Trimester Begins Fall Class Enters	September 4 September 5
November 24-26 December 17 Dec. 19-Jan. 1	Thanksgiving Holiday Fall Trimester Ends Winter Break	November 23-25 December 16 Dec. 17-Dec. 30

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## RESERVATION OF RIGHTS

*The Atlantic Institute of Oriental Medicine reserves the right, without notice, to modify its requirements for admission or graduation; to change the arrangements or content of its courses, the instructional materials used or the tuition and other fees charged; to alter any regulation affecting the student body; to refuse admission or readmission to any student at any time, or to dismiss any student at any time, should it be in the interest of the Institute, or of the student, to do so. The College also reserves the same right as to any other material in this catalog. It is the responsibility of the student to read the catalog and inquire as to whether any change in this catalog has been made.*

## Introduction and History

*The Atlantic Institute of Oriental Medicine (ATOM) offers an accredited professional Master's degree program in Traditional Chinese Medicine/Oriental Medicine that meets both state and national standards for the practice of Acupuncture and Traditional Chinese Medicine/Oriental Medicine in the United States. ATOM has designated a portion of its Master's-level curriculum to be applied toward a Bachelor's Degree in Health Sciences in addition to the coursework required for a Master's Degree in Oriental Medicine. Both degrees are conferred only at the completion of the entire four-academic-year Master's degree program. ATOM also offers a post-graduate Doctor of Acupuncture & Oriental Medicine (DAOM) program that was just granted Candidacy status by ACAOM.*

### ***Mission of the Institute***

The Mission of the Institute is to provide students with clinical training programs that prepare them to become qualified independent practitioners of Traditional Chinese Medicine (TCM)/Oriental Medicine. ATOM students will be trained to the highest standards of professionalism and ethics for the practice of acupuncture and Oriental medicine in the United States.

### ***Educational Objectives (Master's Program)***

In keeping with its mission, ATOM sets forth seven educational objectives. Master's program graduates will be able:

1. To practice in a professional and ethical manner.
2. To exercise appropriate clinical judgment with regard to patient assessment, diagnosis and decisions respecting therapeutic modalities, prognosis, and referral.
3. To become proficient in the theory and practice of acupuncture and in the preparation and prescription of Chinese herbal therapy.
4. To become proficient in the theory and practice of nutrition and preventative care and to incorporate these principles and practices of Traditional Chinese Medicine/Oriental Medicine and to be prepared to counsel patients on elements of health.
5. To promote the delivery of health care in the United States fully recognizing the complementary functions of Traditional Chinese Medicine/Oriental Medicine and Contemporary Western Medicine.
6. To meet the requirements of the Florida Board of Acupuncture and the National Commission for Certification of Acupuncture and Oriental Medicine (NCCAOM) including the ability to pass the State and national acupuncture and herbal certification examinations.
7. To demonstrate commitment to Traditional Oriental Medicine by participating in professional continuing education as a lifelong learning process.

### ***Purpose and Objectives (Doctor of Acupuncture & Oriental Medicine Program)***

The purpose of the doctoral program in acupuncture and Oriental medicine ("DAOM") at the Atlantic Institute of Oriental Medicine (ATOM) is to prepare practitioners in the care and management of patients with various medical conditions relevant to the Internal Medicine specialty focus of the program.

In support of the DAOM Statement of Purpose, ATOM has established the following program goals:

1. Graduate advanced TCM practitioners in the care and management of Internal Medicine-related medical conditions;
2. Enhance Oriental medicine scholarship in the U.S through training designed to cultivate the potential for Oriental medicine clinicians to become educators, researchers, and leaders within the profession;
3. Foster integration of the Oriental medicine profession into the wider healthcare community through the establishment of collaborative relationships; and,
4. Provide the resources (financial, human, physical) necessary to support the effective achievement of DAOM mission, goals and objectives.

### ***DAOM Educational Objectives:***

The Atlantic Institute of Oriental Medicine's (ATOM) has developed the following educational objectives outlining the expected student learning outcomes for students attending the DAOM program. Upon completion of the DAOM program, students will be prepared to:

1. Integrate advanced Oriental medicine and biomedical concepts and clinical skills in the provision of patient-centered care, and apply this perspective in the prevention, diagnosis, treatment and management of a range of medical conditions.
2. Demonstrate an appreciation for advanced concepts in clinical biomedicine and effectively communicate these concepts when collaborating with other healthcare providers in the care of patients.
3. Effectively apply TCM Clinical specialty skills and knowledge in the care of patients.
4. Identify, analyze and critically evaluate AOM-related research and professional literature and apply that information appropriately in clinical settings.
5. Demonstrate both a commitment to life-long learning and the potential to make substantial scholarly contributions to the profession.

*The educational objectives for ATOM's clinical training programs are consistent with the Institute's Mission. Program curricula and resources are dedicated to achievement of these objectives. The Institute measures the accomplishment of these objectives through course and clinical evaluations, comprehensive exams, tracking State licensure and NCCAOM examination results, feedback from students, alumni and faculty surveys, and through other means. This information is, in turn, used to assess and improve the effectiveness of ATOM's programs and achievement of program educational objectives.*

### ***History of the Institute***

The Atlantic Institute of Oriental Medicine (ATOM) is a nationally accredited, not-for-profit educational institution that was founded by current *ATOM President*, Johanna Chu Yen, MD (China), CA; *Past Board Vice President and Secretary*, Michael C.J. Carey, MA (U.K.) MPH ; and *Past Board Treasurer*, Betty Z. Shannon, BA. ATOM received its state license to operate as an educational institution in October 1994 and its license to grant degrees by the FL Commission on Independent Education (formerly the FL State Board of Independent Colleges & Universities) in April 2001. ATOM operates exclusively as a professional, single-purpose college offering academic programs and degrees in the field of Traditional Chinese Medicine/Oriental Medicine. The Institute is exempt from federal income tax under section 501(c)(3) of the Internal Revenue Code; ATOM also maintains tax-exempt status with the State of Florida.

ATOM achieved initial accreditation status with the Accreditation Commission for Acupuncture & Oriental Medicine (ACAOM) in May 1999, and has consistently maintained its accredited status since that date. ATOM's accreditation status was most recently renewed by ACAOM for a six-year period in August 2010. ATOM has also maintained its approval, since 2007, by California Board of Acupuncture for its Master's program graduates to qualify to sit for the California licensure exam.

ATOM has undergone significant growth and development since its establishment in 1994. ATOM's first class of 10 students began their studies in the Master of Oriental Medicine program in October 1994; ATOM now has a total student enrollment of approximately 160 full-time students.

### ***Licensure***

ATOM is a Florida college licensed by the FL Commission for Independent Education to confer the Bachelor's Degree in Health Sciences, the Master's Degree in Oriental Medicine and the Doctor of Acupuncture and Oriental Medicine degree. For additional information, contact the Commission for Independent Education (CIE), Florida Department of Education, at 325 W. Gaines ST, #1414, Tallahassee, Florida 32399, toll free 1-888-224-6684.

### ***Accreditation***

The professional Master of Oriental Medicine Program of the Atlantic Institute of Oriental Medicine is accredited by the Accreditation Commission for Acupuncture and Oriental Medicine (ACAOM), which is the accrediting agency recognized by the US Department of Education for the approval of programs preparing acupuncture and Oriental medicine practitioners. ACAOM is located at 8941 Aztec Drive, Eden Prairie, MN 55347. Telephone: 952-212-2434. Fax: 952-657-7068

Pursuant to Florida State Acupuncture regulations, applicants who apply for licensure as an Acupuncturist on or after August 1, 2001 must have completed a core curriculum comparable to that required by the Accreditation Commission of Acupuncture and Oriental Medicine (ACAOM) master's level program in Oriental medicine with a minimum of 2700 hours of supervised instruction.

The Doctorate in Acupuncture and Oriental Medicine program of the Atlantic Institute of Oriental Medicine's has been admitted to Candidacy status by the Accreditation Commission for Acupuncture and Oriental Medicine ("ACAOM"), effective Feb.11, 2015, and is in the process of seeking accreditation. ACAOM is located at 8941 Aztec Drive, Eden Prairie, Minnesota 55347; phone 952/212-2434; fax 952/657-7068.

### ***National Certification (NCCAOM)***

All graduates of the Master's of Oriental Medicine program are eligible to take the certification exams in Acupuncture, Chinese Herbology, Oriental Medicine administered and Bio-Medicine by the National Certification Commission of Acupuncture & Oriental Medicine (NCCAOM). Most state acupuncture licensure boards require passage of NCCAOM's exams or NCCAOM certification as a pre-requisite for licensure to practice acupuncture/Oriental medicine. For more information, contact the NCCAOM at: 76 South Laura Street, Suite 1290, Jacksonville, FL 32202. Telephone: (904) 598-1005. Website:

[www.nccaom.org](http://www.nccaom.org).

## Policies and Procedures

The ATOM Student Handbook is the official publication containing ATOM's policies and procedures pertaining to students. ATOM students are expected to be familiar with its contents and to comply fully with the policies they contain. Selected policies, procedures and policy summaries addressed in the Student Handbook are included in this catalog for the benefit of prospective students and the public. For the complete set of ATOM policies, please refer to the Student Handbook, which can be obtained by contacting the ATOM administration.

### ***Equal Opportunity Policy***

The Institute is committed to a policy of equal opportunity. Admission, employment, and activities are open to all qualified applicants. The ATOM admits students of any race, color, sexual orientation, national or ethnic origin to all rights, privileges, programs, and activities generally accorded or made available to students at the Institute. It does not discriminate on the basis of race, color, sexual orientation, national and ethnic origin in the administration of any Institute policies.

### ***Sexual Harassment Policy***

ATOM takes the issue of sexual harassment very seriously. For the protection of our students and staff, faculty and administration are urged to adhere to standards set by state and federal regulations. ATOM's complete sexual harassment policy is published in the ATOM Student Handbook, available in the Library and upon request to the Academic Dean's office.

### ***Anti-Hazing Policy***

ATOM prohibits hazing. A complete statement of policy is available in the ATOM Student Handbook.

### ***Drug-Free Workplace and Campus Policy***

The Atlantic Institute prohibits the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance anywhere on campus. A copy of the complete policy, specifying actions that will be taken for violations of this policy, is available in the ATOM Student Handbook.

### ***Admissions***

For detailed information on admissions, please contact Karen Gemignani, Admissions Counselor at [Admissions@atom.edu](mailto:Admissions@atom.edu) (Tel: 954-763-9840 Ext. 213).

### **Master's Program Admissions**

#### ***Master's Program Admissions Standards***

Candidates must be at least 18 years old and must be competent in speaking, reading, and writing English as well as understanding spoken English. Candidates must provide the Institute with all necessary admission documents including transcripts documenting at least two years of accredited baccalaureate-level education (60 semester credits or 90 quarter credits) or its international equivalent. 19 of those 60 credits must be taken in the following four General Education/Liberal Arts areas below, with at least 3 credits in each of the subject areas:

1. Humanities/Fine Arts
2. Social/Behavioral Sciences
3. English/Communications
4. Science/Mathematics



If a candidate is a prospective transfer student from a qualified acupuncture institution, his/her relevant transcripts from that institution must be evaluated by the Academic Dean. Individuals with certification in a medical profession requiring at least the equivalent training of a registered nurse may use some prior credit to meet the admissions requirements. Credits recognized for transfer must be from an institution accredited by an agency recognized by the U.S. Secretary of Education.

**California Acupuncture Board requirement:** To meet the educational standards promulgated by the California Acupuncture Board, for those students who haven't taken any undergraduate course in Psychology as part of meeting the General Education requirement for credits in the "Social/ Behavioral Science" category, such students must demonstrate that they have passed a college-level course in Psychology at an accredited educational institution as a co-requisite to be completed no later than the end of the second academic year of the program. This policy shall take effect on Jan. 1 of 2017.

***English Language Competency (Master's program)***

English-language competency is required of all students seeking admission to the Master's program. If ATOM has any concern regarding English language competency, the applicant must successfully complete the Test of English as a Foreign Language (TOEFL), achieving a score of at least 61 on the TOEFL internet based test (IBT) with a minimum speaking exam score of 26 and a minimum listening exam score of 22.

***Assessment of Prior Learning (Master's program)***

A maximum of 30 semester credits (50%) of the prerequisite two-year education requirement for admission to the Master's in Oriental Medicine program may be earned through prior learning assessment using either one or a combination of the following assessment techniques: (1) credit by examination through the use of standardized tests and/or (2) assignment of credit for military and corporate training based on recommendations established by the American Council on Education. Guidelines are as follows:

1. Credit by examination can be earned through successful testing and the recommended college credit equivalencies of the College Scholarship Service's AP (Advanced Placement) examinations, the College Scholarship Service's CLEP (College Level Examination Program) examinations, the American College Testing PEP (Proficiency Examination Program) examinations, PONSI (N.Y. State Department of Education Program on Non-collegiate Sponsored Instruction), the USAFI (U.S. Armed Forces Institute) program, and the DANTES (Defense Activity for Non-Traditional Education Support) tests.
2. Credit for military and corporate training may be assigned according to the recommendations established by the American Council on Education in *The National Guide to Educational Credit for Training Programs* and *The Guide to the Evaluation of Educational Experience in the Armed Services*.

***Provisional Admissions (Master's program)***

No student will be admitted unless he/she has successfully completed at least 60 college (semester) credits from an accredited postsecondary institution. As noted in the relevant section of these Policies and Procedures, included within those 60 (semester) college credits must be 3 (semester) credits in each of the following subject areas: (a) Humanities/Fine Arts; (b) Social/Behavioral Sciences; (C) English/Communications; (d) Science/Mathematics.

From time to time a student meets the 60 hour requirement yet lacks three semester credits in one of the four above-specified categories. In some limited, special cases, the Admissions Committee may grant Provisional Admission to those students. Provisional status will require the student to rectify any

deficiencies in the four specified categories *before a Bachelor's Degree of Health Science or a Master's Degree of Oriental Medicine can be conferred*. The student will be required to earn a minimal grade of 70% in that course in order for the course to be considered successfully completed.

If the student on Provisional Status does not complete the required coursework in the four above-specified categories *he or she will not receive a Bachelor's Degree of Health Science or a Master's Degree of Oriental Medicine*. Upon such successful completion of all requirements, the student will be placed in Regular Student Status.

Should any student wish to apply for Provisional Status, he/she will be required to execute a written agreement encompassing the above conditions and the student will be required to comply with all other requirements for admission and for continuation as an ATOM student.

### ***Master's Program Admissions Documents***

Certain admissions documents must be submitted to ATOM to begin the application process for admissions to the Master's program. Once submitted to ATOM these documents can neither be returned to the candidate nor forwarded to any other institution or agency. The Admissions Committee makes all acceptance decisions. New matriculating classes begin in January (WINTER Session), May (SPRING Session) and/or September (FALL Session). Candidates applying to enroll in the Master's program must submit the following:

1. A completed application form with non-refundable \$20 application fee.
2. Photo Identification and a Social Security Card (Photocopied for file).
3. Official certified transcripts from 2-year or 4-year colleges accredited by an agency recognized by the U.S. Department of Education or its international equivalent that document a passing grade in *60 or more baccalaureate-level semester credits (or 90 or more quarter credits)*. **Transcripts must be received by ATOM directly from the issuing institutions. Foreign transcripts must be translated into English and evaluated by a foreign credentials evaluation service acceptable to ATOM.** (See Admission Requirements for specific prerequisites.)
4. A professional resume.
5. One-page essay describing reasons for pursuing this program and plans for financing three years of study.
6. Two letters of reference sent directly to the Institute from individuals outside the applicant's family.
7. International students must possess a VISA permitting study in the U.S. for at least the 3-year period required to complete the program.
8. See additional admissions requirements for International Students, below.

### ***Admissions for International Students (Master's program)***

The Institute accepts international students and is approved under the United States Department of Justice to enroll nonimmigrant alien students (INS school code MIA214F01394000) into the Master's of Oriental Medicine program. As an academic institution of higher education, the Institute is authorized to issue a Certificate of Eligibility, Form I-20 for F-1 student status.

International students interested in enrolling at the Institute must comply with all admissions requirements listed under Admission Requirements section of this catalogue, and with the following additional requirements.

1. International students must also submit a Declaration of Finance form to be completed by their banks. This document must show sufficient financial resources, with a minimum of US\$ 26,000 for one academic year to cover education and living costs.

2. If written in a foreign language, foreign students must have their official transcripts accompanied by a certified document providing English translation of course names, hours, and grading system.
3. All foreign-trained applicants must submit documentation of his or her education to a foreign credentials evaluation service that is a member of the National Association of Credentials Evaluation Service, Inc. for review to assist ATOM in approximating comparable levels of educational achievement in the U.S. relative to compliance with ATOM's published admissions requirements. The report of the foreign credentials evaluation service shall be filed with the applicant's admissions application materials.

The Institute currently recommends the following evaluation agencies:

Josef Silny & Associates, Inc., International Education Consultants (JS&A)  
7101 SW 102 Ave.  
Miami, FL 33173  
Tel: (305) 273-1616  
Fax:(305) 273-1338

Or any other member on the NACES list: National Association of Credential Evaluation Services (NACES) [www.naces.org](http://www.naces.org)

4. A \$30 nonrefundable application fee must be paid at the time of application.
5. All I-20 international students are required to enroll full-time, like all ATOM students, as well as for the purpose of immigration for a minimum of 12 months each year. All questions regarding visa status, accommodations, application for driver's license and OPT training, etc. should be directed to the Office of International Students at the Institute.

## **DAOM Program Admissions**

### ***DAOM Program Admissions Standards***

#### **General Admissions**

Admission to the professional doctoral program requires the satisfactory completion of a Master's degree or Master's level program in Oriental Medicine from an ACAOM accredited or candidate acupuncture & Oriental medicine program or its international equivalent.

**Special Admissions** Due to the emerging nature of the Doctor of Acupuncture and Oriental Medicine degree program, ATOM has adopted a special admission policy for experienced practitioners who have been actively engaged in the profession for at least five years, but have not attained the master degree from an ACAOM accredited or candidate acupuncture & Oriental medicine program or its equivalent.

**Admissions with Deficiencies** The program may admit applicants with particular educational deficiencies of a limited nature who possess an ACAOM-accredited or candidate degree or master's level diploma or international equivalent provided that such persons complete any course work deficiencies prior to taking relevant doctoral program courses for which such course work is a prerequisite.

**Experienced Practitioners** The program may admit applicants who are experienced practitioners who do not otherwise meet the criteria for standard admissions but who:

1. Complete an entrance evaluation to establish a foundation of knowledge skills and abilities that are appropriate for admission to a clinical doctorate;
2. Document at least five years of full-time clinical practice in acupuncture or Oriental medicine;
3. Complete any of the prerequisite Master's courses that were not completed in previous acupuncture/OM training. Credit for these courses may be earned through the completion of specified courses, or by demonstrating achievement of the specific course objectives through successful completion of challenge examinations.

### ***Tutorial Students***

ATOM does not accept students who are licensed to practice acupuncture based on completion of a tutorial program. All applicants wishing to enroll in the DAOM program must have graduated from a formal training program in acupuncture or Oriental medicine.

### ***English Language Competency (DAOM program)***

English-language competency is required of all students seeking admission to the DAOM program. If ATOM has any concern regarding English language competency, the applicant must successfully complete the Test of English as a Foreign Language (TOEFL), achieving a score of at least 61 on the TOEFL internet based test (IBT) with a minimum speaking exam score of 26 and a minimum listening exam score of 22.

### ***DAOM Program Admissions Documents***

Certain admissions documents must be submitted to ATOM to begin the application process for admissions to the DAOM program. Once submitted to ATOM, these documents can neither be returned to the candidate nor forwarded to any other institution or agency. New matriculating classes begin in January (WINTER Session). We are currently only enrolling students one time per year.

1. A completed application form with non-refundable \$30 application fee.
2. Photo Identification and a Social Security Card (Photocopied for file).
3. Attach recent 2X2 passport style photo.
4. Official certified transcripts from all prior acupuncture/Oriental medicine training programs.  
**Transcripts must be received by ATOM directly from the issuing institutions. Foreign transcripts must be translated into English and evaluated by a foreign credentials evaluation service acceptable to ATOM.** (See Admission Requirements for specific prerequisites.)
5. A professional resume.
6. One-page essay describing reasons for pursuing this program.
7. Two letters of reference sent directly to the Institute from individuals outside the applicant's family.
8. Copies of professional state licenses to practice acupuncture.
9. International students must possess a VISA permitting study in the U.S. for at least the 2- year period required to complete the program. See additional admissions requirements for International Students, below.

### ***California Licensure and the DAOM Program***

Please note that the completion of the core Master's curriculum and doctoral program for DAOM applicants who were admitted under the ATOM Special Admission's policy for the program will not result in the award of a Master's degree or eligibility to sit for the California Acupuncture Licensing

Examination (CALE). At this time, only actual completion of the entire Master's degree curriculum qualifies a student to take the CALE.

### **Admissions Process**

ATOM candidates for admission must be mature, self-motivated, academically capable, and prepared to undertake the intensive and rigorous course of study required of ATOM's programs. Candidates must also be motivated by the genuine desire to heal. An interview with the ATOM Admissions Committee is required prior to the final admissions determination. **Not all applicants can be accepted for admission. ATOM reserves the right to deny admission to any applicant who is not approved by the Admissions Committee.**

### ***Transfer Credit Policies***

Students enrolled in ATOM's programs may be awarded transfer credit for academic experiences from other educational institutions that are accredited by an accrediting agency recognized by the US Department of Education and that meet or exceed the requirements of the course for which transfer credit is sought, subject to the following guidelines.

#### ***Basic Course Transfer Eligibility Criteria***

- Course content must substantially match an ATOM course. It is the responsibility of the student to provide course descriptions and syllabi as necessary for ATOM to assess whether the prior course work is substantially similar to a program course to justify the award of transfer credit.
- Grade must be equivalent to 70% or higher.
- Contact hours must be at least 85% of the ATOM course hour requirement.

Students awarded transfer credit for a course equivalent to one offered at ATOM will be granted credit for the number of hours that the Institute's course earns. A student seeking transfer credit may be required to demonstrate knowledge and skills through challenge exams in order to be granted credit.

***Master's Program*** transfer students must take a minimum of one academic year at ATOM to be eligible for ATOM's Master's degree. Therefore, no more than two calendar years of transfer credit can be accepted toward completion of Master's program requirements.

***DAOM Program:*** No more than one third of the DAOM program course credit requirements may be awarded through transfer credit based on coursework taken at other DAOM programs. Transfer credit may only be awarded for course work at the doctoral level that supports the program's objectives and meets the standards for completion of the program.

***Please Note:*** Transferability of ATOM Master's or DAOM program credits to other educational institutions is at the discretion of the accepting institution. It is the student's responsibility to confirm if credits will be accepted by another institution.

**California Acupuncture Board Transfer Credit Requirements**

The policies in this section apply to ATOM Master’s program students who intend to practice in California upon graduation. Transfer credit shall only be awarded for actual coursework completed by the student. Transfer students to the ATOM Master’s program from schools that are not California Acupuncture Board-approved may not be awarded transfer credits for more than 50% of ATOM’s courses in AOM principles, theories and treatment procedures and in ATOM clinical practice courses. Up to 100% of Western Medicine and practice management courses awarded by a school accredited by an accrediting agency recognized by the US Department of Education may be transferred toward meeting ATOM Master’s program requirements.

**Post-Admission Transfers**

Course work taken at another institution *after* admission to ATOM is not transferable unless students are required to retake a course to meet ATOM class year course requirements. Such coursework must be pre-approved, in writing, by the ATOM administration.

**Grading and Assessment**

**Clock Hours & Credits**

ATOM Calculates academic credit using the following ratios:

- a. **Master’s Program:** One Trimester Credit = 15 hours of classroom study or 30 hours of laboratory or clinic internship.

ATOM’s Master’s program is composed of 3232 hours; 2272 didactic hours and 960 clinical hours for a total of 183.47 Trimester credits.

- b. **DAOM Program:** One Quarter Credit = 10 hours of classroom study or 20 hours of laboratory or clinic internship.

ATOM’s DAOM program is composed of 1236 hours; 576 didactic hours and 660 clinical hours for a total of 86 Quarter credits.

**Grading System**

Grades are determined by taking the average of all exam scores, with instructors reserving the right to adjust the Final Grade based on other factors, such as class participation, attendance, overall comprehension, effort, and improvement during the class term.

Most required courses at ATOM carry a letter grade, while some courses such as Tai Chi/Qigong and acupuncture management courses are graded on a “Pass/Fail” basis.

<b>Numerical Grade</b>		<b>Letter Grade</b>	<b>Points</b>	<b>Other Grading Indications</b>	
99-100%	=	A+	4.3	P	Pass (GPA not counted)
95-98%	=	A	4.0	F	Fail (less than 70%)
90-94%	=	A-	3.7	W	Withdrawal
85-89%	=	B+	3.3	T	Transfer Credit
83-84%	=	B	3.0		(GPA not counted)
80-82%	=	B-	2.7	I	Incomplete (*See below)
75-79%	=	C+	2.3		
70-74%	=	C	2.0		
Below 70%	=	F (Failure)	0.0		

## **Academic Progress & Records**

### **Satisfactory Academic Progress (Masters Program)**

Students are expected to meet specific standards of satisfactory academic progress while working toward his or her degree. Students will be evaluated for academic progress at the end of each term. The satisfactory academic progress policy measures two factors:

#### **1. Qualitative Measure (Cumulative GPA)**

Students must maintain a cumulative grade point average of 2.0 or higher for all credit hours attempted to remain compliant with SAP Policy. This amounts to a “C” average. The grade of “W” has no effect on the student’s cumulative grade point average.

#### **2. Quantitative Measure (Credit Hour Progression)**

You must complete at least 67% of credit hours attempted each semester to remain compliant with SAP Policy. Credit hour progression will be based on a cumulative total of attempted hours to earned hours. For example, a student enrolls for 12 term credit hours the student is required to successfully complete a minimum of 8 term credit hours ( $12 \times 67\% = 8$ ) for the term.

### **Maximum Timeframe to Complete (150%)**

The maximum allowable timeframe for receiving aid is equal to 150% of the length of the program. For example, if you are pursuing a program that requires 100 credits for graduation, you would reach the maximum timeframe at 150 credits attempted. The student will be withdrawn once it is determined that they have exceeded the allowable maximum time frame.

If you are a transfer student, your accepted transfer coursework will be counted in the maximum timeframe. You can repeat a course, but the credits will also be applied toward the maximum timeframe.

### **SAP Terminology**

“Attempted” means all credit hours for which a student is enrolled and has attended after the drop/add date for class enrollment.

Successful completion of a course is defined as a passing grade. Grades of “W” (withdrawn), and “F” (failing), are not considered successful completion. A grade of “I” (incomplete) is not considered to be successful completion until the course has been completed and the new grade has been officially received and recorded.

A grade of “W” is given when a student drops from a course after it begins and they have attended.

An Incomplete “I” is a temporary grade which may be given at the instructor’s discretion to a student when illness, necessary absence, or other reasons beyond the control of the student prevent completion of course requirements by the end of the academic term. Students will have two weeks from the term’s end date to complete course work. Otherwise, the grade will convert to an F.

Pass/fail grades count as both attempted and completed hours.

Transfer credits are counted toward the student's current program count as both attempted and completed hours.

The Institution does not provide for proficiency credits, non-credit courses, and remedial courses, therefore are not considered part of the students satisfactory academy progress.

### **Repeat coursework**

The Institute allows a student to repeat a failed course once at his or her expense and allows only the last grade to count in the grade point average. A failed course is a course in which a student received a "D" or "F". The policy does not remove the previous grade, but eliminates the effect of that grade on the cumulative GPA by removing it from the computation. The repeated course will be included in the attempted credit hours in calculating maximum timeframe to complete the course.

### **Categories of Academic Progress:**

1. SAP Warning - A student will be placed on SAP Warning at the end of a term for which the satisfactory academic progress standards outlined above have not been met. This status is only available for students making satisfactory academic progress in the prior term. A financial aid warning is valid for one term and allows the student to remain eligible for Title IV (financial aid) funds for one term. If after one term the student is again meeting satisfactory academic progress, the student will be removed from SAP warning.
2. SAP Probation - A student will be placed on academic probation for not meeting the standards outlined above for a second payment period. A student placed on academic probation is ineligible for Title IV (financial aid) funds unless a successful appeal is filed with the Academic Dean. The student appeal must include the reasons for which the student failed to meet SAP and what has changed that will allow the student to make SAP at the next evaluation. If the appeal is approved, the student will be allowed to remain on probation until the next payment period and regain eligibility for Title IV (financial aid) funds. As a result of a successful appeal, the student will be placed on an academic plan designed the Dean that must be followed. If the student is meeting the requirements of the academic plan, the student is eligible to receive Title IV aid as long as the student continues to meet those requirements and is reviewed according to the requirements specified in the plan. If after one term, the student is again meeting satisfactory academic progress, the student will be removed from SAP probation.
3. Academic Suspension - A student will be placed on suspension for not meeting the academic standards outlined above after a term of probation and lose eligibility for Title IV (financial aid) funds as a result.

### **Conditions for Reinstatement**

To be reinstated as a regular student after financial aid eligibility has been terminated, a student must retake previously failed courses so that the recalculated cumulated grade point average and maximum time frame levels meet or exceed the minimum requirements. Financial aid eligibility resumes only after student returns to satisfactory recalculated qualitative and quantitative standards.



## **Master's Program**

### **Annual Comprehensive Assessments**

The Institute's Master's program has a series of annual comprehensive examinations to assess the readiness of students to move to the next phase of their education.

#### ***First-Year Examination***

Master's students are required to take a comprehensive exam at the end of the first year of the program which covers coursework in Basic Theory of TCM, 12 Channels and Points, Western Anatomy & Physiology, and Pathology. Students must achieve a passing grade on the practical and written components in order to proceed into the second phase of the program.

#### ***Second-Year Examination***

Master's students are required to take a comprehensive exam at the end of the second year of the program, which covers Basic Theory of TCM, 14 Channels, Extra Channels, Points, Diagnosis of Diseases, Analysis and Treatment of Acupuncture including Clean Needle Technique. Students must complete the written and practical components with passing grades in order to move into the Internship phase of training, in which they are expected to function more independently as a student clinician.

#### ***Third-Year Examination***

Master's students are required to take a comprehensive exam at the end of the third year of the program, which covers Basic Theory of TCM, Meridians & Channels, Point Location & Indication, Individual Herbs and Herbal Formulas and Diagnosis and treatment of Diseases using acupuncture and herbs. . Achievement of a passing grade on this exam is necessary in order to graduate from the Institute.

## **DAOM Program**

DAOM students are required to take and successfully pass exams and graded assignments offered at the end of each module and to successfully complete all clinical training requirements that are assessed by ATOM's DAOM clinical faculty. Students must also prepare, submit and successfully defend a clinically-related capstone project thesis suitable for publication in professional journals.

### **Satisfactory Academic Progress (DAOM Program)**

The DAOM program is normally completed within two calendar years. Students who need to extend to beyond the two years will not receive any financial aid during the extension period as tuition will have been paid in full at the end of year two.

The ATOM Financial Aid Office is required by federal law to measure and monitor the Satisfactory Academic Progress (SAP) made by each student toward meeting program requirements for the award of Doctor of Acupuncture and Oriental Medicine (DAOM) degree.

Academic progress is monitored using qualitative and quantitative measurements. These standard measurements apply to all DAOM students. Academic progress is reviewed by ATOM after every term.

If at any point it is clear the student will not be able to meet qualitative and/or quantitative standards for timely completion of the DAOM degree set forth below the student becomes ineligible for financial aid.

ATOM's DAOM Program SAP policy is based on the following attendance requirements and module/clinical assessments of student performance:

**Attendance:**

ATOM's DAOM program is a total of 2 years. Each year consists of 4 quarter terms with each quarter consisting of 3 months. In order for a student to meet SAP, he or she must complete at least 66% of the required in-class attendance for both Didactic and Clinical program components each quarter, not to exceed two missing modules for the entire program. The 66% attendance requirement is based on the following program components per quarter:

Attendance Didactic: Signed-in for 72 hours of didactic class modules

Attendance Clinical: Signed-in for 24 hours of clinical classes

Assessments: Students must receive passing ("P") grades on module student assessments for at least two per quarter.

Student must complete the following program requirements prior to graduation:

Integrated Clinic/Apprenticeship (384 hours);

Clinical Supervision/Internship/Case Studies (276 hours)

Capstone Project Thesis

**SAP Terminology**

Successful completion of a module is defined as a passing "P" grade. A grade of "F" (failing) is not considered successful completion. A grade of "I" (incomplete) is not considered to be successful completion until the course has been completed and the new grade has been officially received and recorded.

An **Incomplete "I"** is a temporary grade which may be given at the instructor's discretion to a student when illness, necessary absence, or other reasons beyond the control of the student prevent completion of course requirements by the end of the academic term. **Students will have three ("3") months from the term's end date to complete course work. Otherwise, the grade will convert to an F.**

**Categories of Academic Progress:**

4. SAP Warning - A student will be placed on SAP Warning at the end of a term for which the satisfactory academic progress standards outlined above have not been met. This status is only available for students making satisfactory academic progress in the prior term. A financial aid warning is valid for one term and allows the student to remain eligible for Title IV (financial aid) funds for one term. If after one term the student is again meeting satisfactory academic progress, the student will be removed from SAP warning.

5. SAP Probation - A student will be placed on academic probation for not meeting the standards outlined above for a consecutive quarter term. A student placed on academic probation is ineligible for Title IV (financial aid) funds unless a successful appeal is filed with the DAOM Director. The student appeal must include the reasons for which the student failed to meet SAP and what has changed that will allow the student to make SAP at the next evaluation. If the appeal is approved, the student will be allowed to remain on probation until the next payment period and regain eligibility for Title IV (financial aid) funds. As a result of a successful appeal, the student will be placed on an academic plan designed the DAOM Director that must be followed. If the student is meeting the requirements of the academic plan, the student is eligible to receive Title IV aid as long as the student continues to meet those requirements and is reviewed according to the requirements specified in the plan. If after one term, the student is again meeting satisfactory academic progress, the student will be removed from SAP probation.
  
6. Academic Suspension - A student will be placed on suspension or may be terminated from the program for not meeting the academic standards outlined above after a term of probation and lose eligibility for Title IV (financial aid) funds as a result.

## **Academic Policies**

### ***Leave of Absence Policy***

ATOM does not recognize leaves of absence from the program. **Students who, for any reason, are unable to attend the program for five consecutive weeks for the Master's program or three monthly sessions for the DAOM program, are considered by ATOM to have withdrawn.** A withdrawn student who wishes to reenroll at ATOM must meet all admission requirements in effect at the time of matriculation and must have fulfilled all prior financial obligations to the Institute.

If a student anticipates being absent from ATOM for any period of time, the student must submit a request in writing to the Academic Dean (Master's program) or DAOM Director (DAOM program). Permission for the absence is typically only granted for the following reasons:

1. Medical problems and maternity leave.
2. Financial difficulties.
3. Emergency in the student's immediate family.

The expected date of return from the absence, not to exceed 5 weeks, must be specified in the student's request. While a student is absent pursuant to this policy, s/he is responsible for making up all class-work and paying all tuition due, which must be paid in its entirety before the student resumes their studies at ATOM.

### ***Discontinuing Of Study/Withdrawal***

The designation "W" is referenced on the student's transcript when the student withdraws from the program. The effective date of withdrawal from ATOM is the date in which the student states in writing s/he intends to withdraw from the program. Withdrawal will not become effective until the Academic Dean (Master's program) or DAOM Director (DAOM program) receives official written notice of the student's intent to withdraw. Students withdrawing receive a grade of W for each course in which they are enrolled. Failure to provide written notice of withdrawal pursuant to this policy will result in the recording of the grade of "F" for all courses at the end of the term. To withdraw from ATOM, a student must:

1. Submit a written letter to the Academic Dean (Master's) or DAOM Director (DAOM) stating the student's anticipated date of withdrawal from ATOM.
2. Receive clearance from any office in which financial charges have been incurred.

Financial Aid Exit Counseling is required of all students withdrawing from ATOM's programs.

Students who are not in attendance for five consecutive weeks without prior notice to ATOM pursuant to ATOM's Leave of Absence policy are considered to have administratively withdrawn from the institution.

A student may be dismissed or suspended from ATOM for any of the following reasons:

- failure to maintain satisfactory academic progress;
- violating ATOM's Code of Student Conduct;
- performing an acupuncture or Chinese herbal medicine treatment in a clinical course or clinical internship without the explicit prior approval of the supervising faculty;
- performing any unsupervised treatments, including but not limited to acupuncture, acupressure, cupping and Chinese herbal medicine treatment within or outside of ATOM;
- performing treatment modalities on others in a clinic course or clinical internship for which they have not received training within ATOM;
- removing a patient file from any ATOM clinic site; or
- any other behavior that ATOM deems to be insubordinate, disrespectful or disruptive to the operation of ATOM, including teaching, learning, research, administration, disciplinary proceedings, or other school activities.

Students may appeal probation, suspension or dismissal decisions through ATOM's Grievance and Appeal policies.

### ***Appeal of Suspension, Probation or Dismissal***

A student may appeal any decision affecting his or her status as an ATOM student to the Grievance Committee within 10 business days of notification of the decision. Appeal rights that are not exercised within the 10 day period are forfeited. The following policies apply to appeals.

### **Grievance & Appeal Procedures**

Occasionally a disagreement arises between a student and faculty member or between a student and an administrator over a grade, a clinical evaluation, the way a policy is interpreted, a decision to change a student's academic status (e.g., probation, suspension, withdrawal), or some other matter. ATOM encourages and supports open and honest dialogue whenever a problem or disagreement arises. As a result, most issues can be resolved without the need of a formal grievance process.

A student with an issue or grievance that concerns decisions or actions of ATOM, its faculty or staff is expected to try to resolve the situation initially with the individual in question. If the student believes that his or her grievance was not resolved in a satisfactory manner, the student is encouraged to discuss the situation with the Academic Dean (Master's) or DAOM Director (DAOM program). The Dean or DAOM Director may then attempt to resolve the grievance through meetings with the student and the other individual(s) involved. If the situation still remains unresolved to the student's satisfaction, the student may submit a request in writing to the Academic Dean (Master's) or DAOM Director (DAOM program) that the ATOM Grievance Committee convene to consider the matter. **NOTE: Students who have received notice of an ATOM withdrawal, suspension or probation decision may pursue a hearing with the Grievance Committee without first having to pursue the informal methods of resolving grievances set forth in this policy.**

The ATOM Grievance Committee typically consists of faculty, a student and/or ATOM administrative personnel who are not involved in the grievance. The Grievance Committee will meet within 14 class days of receiving the grievance. As part of the grievance process, the student may be requested by ATOM to present the grievance in person to the Committee for further clarification, or the student may request the opportunity to address the Committee. If the student fails to attend the scheduled meeting, the Committee will meet and make a decision based on the grievance record at the time the Committee meets. In all cases, the decision of the ATOM Grievance Committee will be final.

A copy of the Grievance Committee’s decision will be mailed to the student at the student's last known address, not more than 10 business days after the meeting of the Grievance Committee. A record of all meetings and decisions will be placed in the student's permanent file.

***FL Commission for Independent Education and ACAOM Complaint Procedures***

In the event that a student wishes to pursue a grievance against ATOM following exhaustion of ATOM’s Appeal and Grievance policies, they may file a complaint with the Accreditation Commission for Acupuncture and Oriental Medicine (ACAOM), the accrediting body for schools of acupuncture and Oriental medicine or the Florida State Commission on Independent Education:

Accreditation Commission for Acupuncture and Oriental Medicine  
 8941 Aztec Drive  
 Eden Prairie, MN 55347.  
 Telephone: 952-212-2434; FAX: 952-657-7068

FL Commission for Independent Education  
 325 West Gaines Street, Suite 1414  
 Tallahassee, FL 32399  
 (850) 245 3200, or toll free (888) 224 6684  
 Fax: (850) 245 3233

**Attendance Policies:**

**Master’s Program**

The Atlantic Institute of Oriental Medicine requires regular and punctual class attendance in order for a student to satisfy residence and credit hour requirements. Accordingly, students are expected and required to attend all regularly scheduled classes in which they are enrolled. Any student who fails to attend at least seventy five percent of regularly scheduled classes for any course (i.e., fails to comply with “the 75% rule”) will be certified out and will receive a “U” (“unsatisfactory”) for the course, will not receive course credit and will be required to repeat the course at the student’s expense. The 75% rule is applied without regard to whether a particular absence has been “excused” by the faculty member and is based on the number of class meetings and not on the number of credit hours for a course. For example:

<b>Course Meetings (per term)</b>	<b>Allowed Absences (per term)</b>
15	4
11	3
8	2
4	1

**Tardiness:** Three instances in which a student is 5 minutes or more late for class or leaves early before the class adjourns is considered one unexcused absence. Individual faculty members may impose a greater class attendance requirement for a particular course.

Attendance records will be based on sign-in sheets that will be circulated during each class, although a faculty member may adopt a different procedure for monitoring attendance in a particular course. It is the responsibility of each student to sign his or her name at the appropriate place on the attendance sheet prior to the end of each class, and each student who fails to do so will be considered absent. The standards of academic integrity apply to this policy.

Each student is responsible for personally tracking his or her own attendance for each course. Students will receive no clinic notice or warning regarding their attendance unless the student violates the 75% rule (i.e., exceeds the maximum allowable number of absences) in a particular class. In that event, the student will be certified out of that class and the Deans' Office will communicate with the student in writing that he or she has been certified out of the class. The notice will be deemed to have been received by the student upon delivery in the student's mailbox.

In accordance with school policy, absences due to religious observance will be excused. A student who plans to miss class for this reason should contact the Academic Dean with the dates on which and the specific classes for which the student will be absent due to religious observance.

The academic dean may allow additional absences under the following circumstances:

- a. A student's participation in an educationally valid, school related activity is the predominant reason for a violation of the 75% rule, and
- b. The student has consulted with the professor and the academic dean regarding anticipated absences prior to participating in the school related activity.

Participation in a school related activity will be deemed the predominant reason for violating the 75% rule if at least one-half of a student's absences are for actual participation in (rather than preparation for) the activity.

Students who experience personal difficulties that may prevent them from complying with this policy are strongly encouraged to meet with the Academic Dean to discuss what arrangements might be available to help with their situation.

### ***Clinical Internship Attendance Policy (Master's)***

ATOM's Clinic Internship attendance policies are detailed in the ATOM Intern Manual. These policies set forth ATOM's expectations for reliable and punctual attendance on the part of each ATOM Student Intern for their assigned clinic shifts in the ATOM Intern Clinic. Violations of those policies will adversely impact Intern clinic evaluations and consistent violations will result in dismissal from the program.

## **Doctor of Acupuncture & Oriental Medicine (DAOM) Program**

### **DAOM Program**

The Atlantic Institute of Oriental Medicine requires regular and punctual class attendance in order for a student to satisfy DAOM program residence and credit hour requirements. Accordingly, students are expected and required to attend all regularly scheduled class modules in which they are enrolled and are subject to the following DAOM program attendance policies:

- a. A student is permitted to miss a maximum of two modules provided that the student provides advance written notification to the DAOM Committee specifying the reasons for the absence acceptable to the Committee. If a student missed any additional modules during the course of the program the student will be required to make up the work and prepare a project paper on the topics covered in the missed module(s) within a period not to exceed three months from the end of the quarter in which the module was offered.
- b. A student who exceeds the maximum number of absences specified in paragraph “a” or who misses more than four modules at any time during the student’s doctoral studies at ATOM will be dismissed.
- c. A student who is absent from a day of any four-day of a module in excess of the two excused absences from module attendance permitted under paragraph “a” must make up the missing work and prepare a project paper on the topics covered for the missing day. Students who miss more than a day of any four-day module will be deemed to have been absent from the entire module and will not be given any module credit.

Attendance records are based on sign-in sheets that will be circulated during each class. It is the responsibility of each student to sign in and sign out on the attendance sheet prior to the end of each class module. Any student who fails to do so will be considered absent. The standards of academic integrity apply to this policy.

Each student is responsible for personally tracking his or her own attendance for each module. Students will receive no notice or warning regarding their attendance unless a violation of the attendance policy occurs.

## Requirements for Graduation

**Master's Program:** Upon completion of all Master's program requirements, the student is awarded a Bachelor's degree in Health Sciences and a Master's degree in Oriental Medicine. The Bachelor's degree is not conferred until all Master's program requirements are completed. The Professional Bachelor's Degree in Health Sciences and Master's Degree in Oriental Medicine/Traditional Chinese Medicine are only awarded to a student upon attainment of the following:

1. Completion of all course work (3232 clock hours/183.47 credit hours) with at least a grade of "C" or "P" in every didactic and clinical course.
2. Compliance with ATOM attendance policies.
2. Attainment of a passing grade on ATOM Comprehensive Examinations.
3. Completion of at least 350 treatments and 50 different cases utilizing Oriental Medicine modalities.
4. All library books are returned.
5. Settlement of all financial obligations to ATOM.
6. Exit interviews are completed.

**DAOM Program:** Upon completion of all DAOM program requirements, the student is awarded the Doctor of Acupuncture and Oriental Medicine (DAOM) degree. The degree is only awarded to a student upon attainment of the following:

1. Completion of all course work, clinical training requirements and the student's graded clinical research capstone project with a minimum grade of "C" or "P" in every didactic and clinical course.
2. Compliance with ATOM attendance policies.
3. All library books are returned.
4. Settlement of all financial obligations to ATOM.
5. Exit interviews are completed.



# Financial Information

## *Enrollment Agreement*

Students are required to complete an enrollment form each year before attending classes. The agreement states the cost of tuition and payment schedules.

### *Schedule of Fees*

<i>One-time fees:</i>	
Application Fee (MA Program) – US Residents	\$20.00
Application Fee (DAOM) – US Residents	\$30.00
Application Fee – International Students	\$30.00
Registration Fee (Due upon Enrollment)	\$120.00
<i>Per Year:</i>	
Annual Tuition* (Master Program)	\$17,000.00
(DAOM Program)	\$15,000.00
Malpractice Insurance	\$225.00
Books per year (approximately)	\$500.00

\*Tuition rates are reviewed and adjusted, if necessary, each year. City Parking \$75 each month is not included in the tuition.

### *Supplemental Fees*

Re-Examination/Make-up Mid-Term or Final Test Fee	\$50.00
(Note: must be prepaid)	
Challenge Exam Fee	\$75.00
Late Tuition Payment Fee	(\$25 plus 2% each month on overdue balance)
Graduation Fee	\$150.00
Materials Fee (handouts & Printing Fees 3 years)	\$150.00
Transcript Copies	\$10.00
Returned Check Fee	\$25.00
Diploma Copies	\$25.00
Replacement Student ID Card	\$15.00

## *Payment Schedule*

The Application Processing Fee is due with the initial application. This fee is non-refundable even if the applicant is not accepted into the Institute or decides to withdraw his/her application before beginning studies.

Students pay tuition as stipulated in their Enrollment Agreement. Each academic year's financial obligations must be satisfied before a student may begin another year of study.

*Tuition costs are subject to change by written notice at least thirty (30) calendar days before the beginning of each school session.*

**Diplomas and transcripts will not be issued until all debts to the Institute have been paid.**

### ***Financial Aid***

ATOM offers Title IV Federal financial aid for qualified students enrolling in the Master's program and financial aid loan through private lending institutions for eligible Master's and DAOM program students. ATOM has also been approved for Veteran training. Please contact the ATOM Student Financial Aid Office for more information.

### ***Return of Title IV Funds***

When a student officially withdraws from the Master's program prior to completing 60 percent of the term have not "earned" all of their federal financial aid and a Return of Title IV Funds calculation must be performed. The unearned portion (based on the percentage of the term remaining) of the aid is returned to the lender or aid program. For example, if a student completes only 20 percent of the term, then he or she has failed to earn 80 percent of the federal financial aid that was disbursed, or could have been disbursed, prior to the withdrawal. If the return of the funds creates a balance due on the student account, the student will be responsible to pay the balance on their account.

Funds included in the Return of Title IV funds process are: Unsubsidized Federal Stafford Loans, Subsidized Federal Stafford Loans, Federal Perkins Loans, Federal PLUS Loans, Federal Pell Grants, Federal Supplemental Educational Opportunity Grants, and other Federal Grants.

Financial aid recipients should contact the Office of Student Financial Aid before applying for a Medical Withdrawal and/or an Exception to Enrollment Appeal to determine the effect this action upon their financial aid.

### ***Order of return of Title IV funds***

Excess funds returned by the school or student are credited to outstanding Title IV loan balances for the student or made on the student's behalf for which a return of funds is required. Excess funds must be credited to outstanding balances in the following order:

- Unsubsidized Stafford Loan
- Subsidized Stafford Loans
- PLUS Loan

### ***Title IV Borrower's Rights and Responsibilities***

**Students have a right to:**

- Be informed of the correct procedures for applying for aid; cost of attendance; types of aid available; how financial need is determined; criteria for awarding aid; how academic progress is determined; and the conditions for continued financial aid eligibility.
- Be informed of the type and amount of assistance the student will receive; and how and when the student will receive the aid.
- View the contents of the student's financial aid file, in accordance with the Family Educational Rights and Privacy Act.
- Know the conditions of any loan.

**It is the student's responsibility to:**

- Complete application materials correctly and submit them on time.
- Read all materials provided by the Financial Aid Office and all agencies awarding aid; read, understand and keep copies of all forms the student signs.
- Know and comply with the rules governing the aid received.
- Provide additional documentation, verification, corrections and/or any new information the Financial Aid Office requests.
- Comply with the provisions of any promissory note and all other agreements signed.
- Use financial aid only for expenses related to attending the College.
- Maintain satisfactory academic progress as defined in school policy.
- Notify the Financial Aid Office of any resources not considered during the original need analysis and aid not listed on the award letter.
- Keep local and permanent addresses current at the Records Office.

### ***Withdrawal & Refund Policy***

#### **Discontinuing Of Study/Withdrawal**

The designation “W” is referenced on the student’s transcript when the student withdraws from the program. The effective date of withdrawal from ATOM is the date in which the student states in writing s/he intends to withdraw from the program. Withdrawal will not become effective until the Academic Dean (Master’s program) or DAOM Director (DAOM program) receives official written notice of the student’s intent to withdraw. Students withdrawing receive a grade of W for each course in which they are enrolled. Failure to provide written notice of withdrawal pursuant to this policy will result in the recording of the grade of “F” for all courses at the end of the term. To withdraw from ATOM, a student must:

- Submit a written letter to the Academic Dean (Master’s) or DAOM Director (DAOM) stating the student’s anticipated date of withdrawal from ATOM.
- Receive clearance from any office in which financial charges have been incurred.

Financial Aid Exit Counseling is required of all students withdrawing from ATOM’s programs.

Students who are not in attendance for five consecutive weeks without prior notice to ATOM pursuant to ATOM’s Leave of Absence policy are considered to have administratively withdrawn from the institution.

#### **Tuition Refund Policy**

Subject to the ATOM policy “Discontinuing Study/Withdrawal”, this policy governs the return of tuition and other charges consistent with Florida law and the ATOM Enrollment Agreement signed by students prior to matriculation. Should a student be terminated or request withdrawal for any reason, all refunds will be processed pursuant to the following schedule.

1. Request for Withdrawal must be made in writing directly to the office of the Academic Dean.
2. All monies will be refunded if the application is not accepted by the school or if the student cancels in writing within three (3) business days after signing the Enrollment Agreement and making initial payment.

3. Withdrawal following the third (3rd) business day after signing the Enrollment Agreement, but before the first class, will result in a refund of all monies paid, with the exception of the registration fee and application processing fee.
4. Withdrawal following the initiation of courses, but prior to fourteen (14) days after course has begun, will result in a pro rata refund computed on the number of hours completed to the total course hours.
5. Withdrawal Date: The termination date for refund-computation purposes is the date written notice is received by the Office of the Dean.
6. Refunds will be made within 30 days of receipt by the Dean of a written Request for Withdrawal.
7. A student can be dismissed by ATOM for insufficient progress, non-payment of costs, or failure to comply with school rules and policies.
8. Refund policies which pertain to students who are receiving Title IV Federal Students Financial Assistance or veterans' benefits shall be in compliance with applicable federal regulations.

### ***Course Cancellation***

ATOM reserves the right to cancel and substitute courses as necessary to fulfill the requirements of state and federal agencies, as well as in cases of last-minute cancellations by faculty. In all cases, the ATOM Administration will schedule substitute courses that are appropriate for the curriculum, and will inform students of the substitution as soon as is possible.

## **Traditional Chinese Medicine/Oriental Medicine Programs**

### **The Master's in Oriental Medicine Program:**

#### ***Master's Program Length and Requirements***

The Master's program curriculum is offered on a trimester system that requires a minimum of 3232 hours /183.47 credit hours of study and corresponds to four academic years completed in a minimum of 36 months. The program prepares students for a career in TCM and qualifies them to sit not only for the Florida licensure examination but also for the national certification examinations administered by the National Certification Commission for Acupuncture & Oriental Medicine (NCCAOM), which is required for licensure as an acupuncturist in most states.

***ATOM has designated a portion of its Master's-level curriculum to be applied toward a Bachelor's Degree in Health Sciences in addition to the coursework that applies toward a Master's Degree in Oriental Medicine. The Bachelor's Degree in Health Sciences is not a terminal degree. Accordingly, both degrees are only conferred at the completion of the entire four-academic-year Master's degree program.***

The courses in the curriculum are presented over a three-year span in a required course sequence as outlined on the following pages. The minimum time to complete the full program is three calendar years (36 months), and the maximum time, including any possible interruptions, that a student can be enrolled to fulfill the Institute's program, is eight calendar years.

ATOM conducts academic sessions throughout the year. Both day and evening class sessions are held Monday through Saturday. Clinical sessions take place on Monday through Friday from 9 AM to 5 PM, and on Saturday from 1 to 5 PM. Elective courses are offered and special seminars are scheduled throughout the year. ATOM reserves the right to change instructors, curriculum, and the order in which courses are given.

#### ***Florida Licensure Requirements***

The Florida Board of Acupuncture is located at the Agency for Health Care Administration, Division of Department of Health, Medical Quality Assurance, Board of Acupuncture, 4052 Bald Cypress Way, Bin #C06, Tallahassee FL 32399-3256, Telephone: 850-245-4161. To qualify for the Florida's acupuncture license examination applicants must have graduated from an ACAOM candidate or accredited 4-year master's level program or foreign equivalent in Oriental medicine with a minimum of 2700 hours of supervised instruction, and:

- (a) 15 hours of supervised instruction in universal precautions and 3 hours of HIV/AIDS; and
- (b) 20 hours of supervised instruction in Florida statutes and rules.
- (c) 8 hours of training in the use of lab test and imaging findings in the practice of acupuncture and Oriental medicine.

ATOM's Master's program curriculum fully meets FL requirements for licensure. The Florida Board of Acupuncture has adopted the requirement that licensure applicants pass the exams administered by the National Certification Commission for Acupuncture & Oriental Medicine (NCCAOM) for licensure as an Acupuncturist in Florida.

**ATOM Master's Degree Curriculum**

Atlantic Institute's program in Traditional Chinese Medicine/Oriental Medicine (minimum of 3232 clock hours/183.47 credit hours) is clustered into four general subject areas:

**A. Acupuncture & Related Topics** (1227 hours/81.80 Credit hours including elective)

**B. Biomedical Western Sciences & Related Topics** (535/35.67 Credit hours)

**C. Clinical Practicum** (960 hours/32 credit hours)

**H. Herbal Therapy & Related Topics** (510 hours /34 credit hours)

**Clock to Credit Hour Conversion**

- One-trimester credit hour is granted for each 15 hours of classroom contact
- One-trimester credit hour is granted for each 30 hours of clinical instruction or laboratory

**A. Acupuncture, TCM & Related Topics**

Course Name & Number (15 hours per Credit Hour)	Year	Hours	Cr Hrs
A.4 01 Basic Theories of TCM	1	60	4 (B)
A.402 Concepts of Meridians & Collaterals	1	15	1 (B)
A.403 History of Oriental Medicine	1	15	1 (B)
A.411 Meridians, Collaterals & Points I	1	45	3 (B)
A.412 Meridians, Collaterals, & Points II	1	60	4 (B)
A.413 Meridians, Collaterals, & Points III	1	60	4 (B)
A.421 Diagnostic Methods of TCM	1	45	3 (B)
A.422 Etiology & Pathogenesis of TCM	1	15	1 (B)
A.423 Differentiation of Syndromes of TCM	1	60	4 (B)
A.431 Acupuncture Research	2	15	1 (B)
A.450(a) (b) Chinese Language of TCM I, II	1	90	6 (B)
A.460 TCM Exercise Therapies: Tai Chi & Qi Gong	1	45	3 (B)
A.462 Manual Therapies: Tuina	1	45	3 (B)
A.470 Adjunctive Therapies -- NADA	3	30	2 (M)
A.480 First Year Comprehensive Exam	1	4	.26 (B)
A.501 Internal Diseases of TCM I	2	45	3 (M)
A.502 Internal Diseases of TCM II	3	30	2 (M)
A.503(a)(b) External Diseases of TCM I, II	2-3	30	2 (M)
A.510 Ear, Nose & Throat of TCM	3	15	1 (M)
A.511 Gynecology of TCM	3	30	2 (M)
A.512 Pediatrics of TCM	3	15	1 (M)
A.513 Dermatology of TCM	3	15	1 (M)
A.514 Auricular Acupuncture	2	30	2 (M)
A.515 Scalp Acupuncture	2	15	1 (M)
A.520 Acupuncture & Moxibustion Techniques	1	45	3 (M)
A.541: Esthetics of TCM	3	15	1 (M)
A.550 Adv. Acupuncture Course : Neijing	2	30	2 (M)
A.551 Adjunctive Therapies I: Japanese Acupuncture	3	15	1 (M)
A.552 Adjunctive Therapies II: Injection Therapy	3	60	4 (M)
A.560 Practice Management I: Ethics & Health Management	2	30	2 (M)
A.561 Practice Management II: Acupuncture Office Mgt, Promotion, and Insurance	3	20	1.33(M)
A.562 Practice Management III: Counseling, & Patient Communication	3	20	1.33(M)
A.563 Practice Management IV: Laws, and Rules	3	20	1.33(M)
A.571(a)(b) General Acupuncture Therapeutics I, II	2	45	3 (M)
A.580 Second Year Comprehensive Exam	2	4	.26 (M)
A.581 Third Year Comprehensive Exam	3	4	.26 (M)
A.590(a)(b) Case Management	3	90	6 (M)
<b>Total Acupuncture Hours</b>		<b>1227</b>	<b>81.80</b>

**Biomedical Western Sciences & Related Topics**

<b>Course Name &amp; Number</b> (15 Hours per Credit Hour)	<b>Year</b>	<b>Hours</b>	<b>Cr Hrs</b>
B.401 Western Anatomy & Physiology I	1	45	3 (B)
B.402 Western Anatomy & Physiology II	1	60	4 (B)
B.403 Western Anatomy & Physiology III	1	15	1 (B)
B.420 Intro to Natural Science (General Chemistry and Biology, Microbiology)	1	60	4 (B)
B.421 Western Pathology I	2	60	4 (B)
B.422 Western Pathology II	2	30	2 (B)
B.431 Western Medical Terminology	1	30	2 (B)
B.432 Physics	1	15	1 (B)
B.440 Medical Hygiene & Universal Precautions (HIV/AIDS)	1	15	1 (B)
B.441 CPR & First Aid	1	10	.67 (B)
B.451(a)(b) Physical Exam and West'n Diagnosis (include. Lab tests and Med Imag) I, II	2	120	8 (M)
B.452(a)(b) Biomedical Pharmacology & Nutrition I, II	2-3	60	4 (M)
B.453 Biomedical Modalities & Referral Resources	2	15	1 (M)
<b>Total Biomedical Sciences Hours</b>		<b>535</b>	<b>35.67</b>

**Herbal Therapy & Related Topics**

<b>Course Name &amp; Number</b> (15 Hours per Credit Hour)	<b>Year</b>	<b>Hours</b>	<b>Cr Hrs</b>
H.401 Introduction to TCM Herbology	2	15	1 (B)
H.411 Individual Herbs I	2	45	3 (B)
H.412 Individual Herbs II	2	60	4 (B)
H.413 Individual Herbs III	2	45	3 (B)
H.421 Introduction to Homeopathy	3	30	2 (M)
H.501 Introduction to Herbal Formulas	2	15	1 (M)
H.511 Herbal Formulas I	2	60	4 (M)
H.512 Herbal Formulas II	3	60	4 (M)
H.513 Herbal Formulas III	3	30	2 (M)
H.521 Adv. Course of Herbs & Formulas I—Shanghanlun	3	45	3 (M)
H.531 Adv. Course of Herbs & Formulas II—Jingui and Wenbing	3	45	3 (M)
H.532 Adv. Course of Herbs & Formulas III --- Herb Patents	3	30	2 (M)
H.541 Food Therapy	3	30	2 (M)
<b>Total Herbology Hours</b>		<b>510</b>	<b>34</b>

**Clinical Practicum**

<b>Course Name &amp; Number</b> (30 hours per Credit Hour)	<b>Year</b>	<b>Hours</b>	<b>Cr Hrs</b>
C.401 Clinic: Observation	1	60	2.00 (B)
C.402 Clinic: Observation	1	60	2.00 (B)
C.403 Clinic: Observation	1	60	2.00 (B)
C.410 Clinic: Self-Needling	1	45	1.50 (M)
C.501 Clinic: Practice Under Supervision	2	120	4.00 (M)
C.502 Clinic: Practice Under Supervision	2	120	4.00 (M)
C.503 Clinic: Practice Under Supervision/Herb Recognition	2	120	4.00 (M)
C.511 Clinic: Acupuncture Intern/Herb Preparation	3	120	4.00 (M)
C.512 Clinic: Acupuncture Intern/Herb Preparation	3	120	4.00 (M)
C.513 Clinic: Acupuncture and Herbology Intern	3	135	4.50 (M)
C. 521 Clinic: Elective: Clinic Conference	2-3	30	1.00 (M)
<b>Total Clinical Hours (without Elective 30 hours)</b>		<b>960*</b>	<b>32</b>
* Without including the Elective: Clinic Conference 30 hours			

(B) refers to courses designed to meet the course requirements for the Bachelor's degree while (M) for the Master's.

**Year One****1<sup>st</sup> Year, 1<sup>st</sup> Trimester / 15 weeks**

<b><u>Course # &amp; Title</u></b>	<b><u>Clock Hours</u></b>	<b><u>Credit Hours</u></b>
A.401(B) Basic Theories of TCM	60	4.0
A.402(B) Concepts of the Meridians & Collaterals	15	1.0
A.403(B) History of Oriental Medicine	15	1.0
A.411(B) Meridians, Collaterals & Points I	45	3.0
B.401(B) Western Anatomy & Physiology I	45	3.0
B.440(B) Medical Hygiene & Univ. Prec. (CNT, HIV/AIDS)	15	1.0
A.460(B) TCM Exercises Therapies: Tai Chi, Qi Gong	45	3.0
A.450a(B) Chinese Language of TCM I	60	4.0
C.401(B) Clinic: Observation	60	2.0
<b>Total</b>	<b>360</b>	<b>22.0</b>

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**1<sup>st</sup> Year, 2<sup>nd</sup> Trimester / 15 weeks**

<b><u>Course # &amp; Title</u></b>	<b><u>Clock Hours</u></b>	<b><u>Credit Hours</u></b>
A.412(B) Meridians, Collaterals & Points II	60	4.0
A.421(B) Diagnostic Methods of TCM	45	3.0
A.422(B) Etiology & Pathogenesis of TCM	15	1.0
A.520 (M) Acupuncture & Moxibustion Techniques	45	3.0
B.402(B) Western Anatomy & Physiology II	60	4.0
A.462(B) Manual Therapies (Tui Na)	45	3.0
A.450b(B) Chinese Language of TCM II	30	2.0
C.402(B) Clinic: Observation	60	2.0
<b>Total</b>	<b>360</b>	<b>22.0</b>

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**1<sup>st</sup> Year, 3<sup>rd</sup> Trimester / 15 weeks**

<b><u>Course # &amp; Title</u></b>	<b><u>Clock Hours</u></b>	<b><u>Credit Hours</u></b>
A.423(B) Differentiation of Syndromes of TCM	60	4.0
A.413(B) Meridians, Collaterals & Points III	60	4.0
B.403(B) Western Anatomy & Physiology III	15	1.0
B.431 (B) Western Medical Terminology	30	2.0
B.432 (B) Physics	15	1.0
B.441 (B) CPR & First Aid	10	0.67
B.420 (B) Intro to Natural Science—G Chemi, Biol & Micro Bio	60	4.0
C.410 (M) Clinic: Self Needling	45	1.5
C.403(B) Clinic: Observation	60	2.0
A.480(B) First Year Comprehensive Exam	4	0.26
<b>Total</b>	<b>359</b>	<b>20.43</b>

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*(B) refers to Courses designated to meet course requirements for the Bachelor's degree while (M) for the Master's.*

Credit Hour Conversions: Classroom (Didactic) Instruction earns 1 Credit Hour for every 15 (50-minute) clock hours Lab and Clinical Training earns 1 Credit Hour for every 30 (60-minute) clock hours



**Year Two****2<sup>nd</sup> Year, 1<sup>st</sup> Trimester (4<sup>th</sup> Trimester)/ 15 weeks**

<b><u>Course # &amp; Title</u></b>	<b><u>Clock Hours</u></b>	<b><u>Credit Hours</u></b>
A.571 a(M) General Acup. Therapeutics I	30	2.0
A.560 (M) Practice Management I: Ethics & Health Management	30	2.0
B.421(B) Western Pathology I	60	4.0
B.451a(M) Physical Examination and Western Diagnosis I (including Lab Tests and Med Imaging)	60	4.0
H.401(B) Introduction to TCM Herbology	15	1.0
H.411 (B) Individual Herbs I	45	3.0
C.501 (M) Clinic: Practice Under Supervision	120	4.0
<b>Total</b>	<b>360</b>	<b>20.0</b>

**2<sup>nd</sup> Year, 2<sup>nd</sup> Trimester (5<sup>th</sup> Trimester) / 15 weeks**

<b><u>Course # &amp; Title</u></b>	<b><u>Clock Hours</u></b>	<b><u>Credit Hours</u></b>
A.431(B) Acupuncture Research	15	1.0
A.514 (M) Auricular Acupuncture	30	2.0
B.422(B) Western Pathology II	30	2.0
B.451b (M) Physical Examination and Western Diagnosis II (including Lab Tests and Med Imaging)	60	4.0
B.452a (M) Biomedical Pharmacology & Nutrition I	30	2.0
B.453(M) Biomedical Modalities & Referral Resources	15	1.0
H.412(B) Individual Herbs II	60	4.0
C.502 (M) Clinic: Practice Under Supervision	120	4.0
<b>Total</b>	<b>360</b>	<b>20.0</b>

**2<sup>nd</sup> Year, 3<sup>rd</sup> Trimester (6<sup>th</sup> Trimester)b / 15 weeks**

<b><u>Course # &amp; Title</u></b>	<b><u>Clock Hours</u></b>	<b><u>Credit Hours</u></b>
A.501 (M) Internal Diseases of TCM I	45	3.0
A.503 a (M) External Diseases of TCM I	15	1.0
A.515 (M) Scalp Acupuncture	15	1.0
A.571b (M) General Acup. Therapeutics II	15	1.0
A.512(M) Pediatrics of TCM	15	1.0
H.501 (M) Introduction to Herbal Formula	15	1.0
H.511 (M) Herbal Formulas I	60	4.0
H.413 (B) Individual Herbs III	45	3.0
A.580 (M) Second Year Comprehensive Exam	4	0.26
C.503 (M) Clinic: Practice Under Supervision/Herb Recog	120	4.0
<b>Total</b>	<b>349</b>	<b>19.26</b>

*(B) refers to Courses designated to meet course requirements for the Bachelor's degree while (M) for the Master's.*

Credit Hour Conversions:

Classroom (Didactic) Instruction earns 1 Credit Hour for every 15 (50-minute) clock hours

Lab and Clinical Training earns 1 Credit Hour for every 30 (60-minute) clock hours

**Year Three****3<sup>rd</sup> Year, 1<sup>st</sup> Trimester (7<sup>th</sup> Trimester) / 15 weeks**

<b><u>Course # &amp; Title</u></b>	<b><u>Clock Hours</u></b>	<b><u>Credit Hours</u></b>
A.502 (M) Internal Diseases of TCM II	30	2.0
A.503b (M) External Diseases of TCM II	15	1.0
A.511 (M) Gynecology of TCM	30	2.0
A.470 (M) Adjunctive Therapies: NADA	30	2.0
A.550 (M) Adv. Acup. Course: Neijing	30	2.0
H.512 (M) Herbal Formulas II	60	4.0
H.541 (M) Food Therapy	30	2.0
C.511 (M) Clinic: Acupuncture Intern/Herbal Preparation	120	4.0
<b>Total</b>	<b>345</b>	<b>19.0</b>

**3<sup>rd</sup> Year, 2<sup>nd</sup> Trimester (8<sup>th</sup> Trimester) / 15 weeks**

<b><u>Course # &amp; Title</u></b>	<b><u>Clock Hours</u></b>	<b><u>Credit Hours</u></b>
A.551 (M) Adjunctive Therapies: Japanese Acupuncture	15	1.0
A.552(M) Adjunc. Therapies: Injection Therapy	60	4.0
A.590a (M) Case Management I	60	4.0
H.513 (M) Herbal Formulas III	30	2.00
H.521 (M) Adv Course of Herbs & Formulas I: Shang Han Lun	45	3.0
H.532 (M) Adv Course of Herbs & Formulas III: Patents	30	2.0
C.512 (M) Clinic: Acupuncture Intern/Herbal Preparation	120	4.0
<b>Total</b>	<b>360</b>	<b>20.0</b>

**3<sup>rd</sup> Year, 3<sup>rd</sup> Trimester, (9<sup>th</sup> Trimester) / 15 weeks**

<b><u>Course # &amp; Title</u></b>	<b><u>Clock Hours</u></b>	<b><u>Credit Hours</u></b>
A.561(M) Practice Management II: Acup Off Mgt, PR & Insur	20	1.33
A.562 (M) Practice Management III: Counseling & Patient Comm.	20	1.33
A.563 (M) Practice Management IV: Laws and Rules	20	1.33
A.510 (M) Ear, Nose & Throat Diseases in TCM	15	1.0
A.513 (M) Dermatology of TCM	15	1.0
A.541 (M) Esthetics of TCM	15	1.0
A.590b(M) Case Management II	30	2.0
B.452b (M) Biomedical Pharmacology & Nutrition II	30	2.0
H.421 (M) Introduction to Homeopathy	30	2.0
H.531(M) Adv Course of Herbs & Formulas II: Jin Gui&Wenbing	45	3.0
A.581 (M) Third Year Comprehensive Exam-Acup. & Herbs	4	0.26
C.513 (M) Clinic: Acupuncture and Herbology Intern	135	4.50
(C.521 (M) Elective: Clinic Conference	30	1.00)
<b>Total</b>	<b>375*</b>	<b>20.75*</b>

\*Without including the Elective: Clinic Conference

*(B) refers to Courses designated to meet course requirements for the Bachelor's degree while (M) for the Master's.*

Credit Hour Conversions:

Classroom (Didactic) Instruction earns 1 Credit Hour for every 15 (50-minute) clock hours

Lab and Clinical Training earns 1 Credit Hour for every 30 (60-minute) clock hours

## ***Master's Program Course Descriptions***

### ***A. Acupuncture & Related Topics***

#### **A.401 Basic Theories of TCM**

**60/4**

This course covers the theories of TCM, including: Yin and Yang theory and its application in TCM, Five Elements theory, Classification of Phenomena according to the Five Elements, the Zang-Fu Organs theory, their individual functions and the relationships between them, and understanding Qi, Blood, & Body Fluid and the relationships between them.

**Instructor: Fu, Hua**

#### **A.402 Concepts of Meridians & Collaterals**

**15/1**

This course covers the concepts of Meridians & Collaterals – Regular and Divergent -- including their nomenclature, pathway, functions, and distribution of the Meridians as well as their relationship with the Zang-Fu organs. The 8 Extra Channels, the 12 Muscle Regions, and the 12 Cutaneous Regions are also covered.

**Instructors: Xu, Tong**

#### **A.403 History of Eastern Medicine**

**15/1**

A focused study of the medical history of China since its inception 5000 years ago. It identifies the concepts and events which have shaped the development of TCM with the empires of China. Special attention is given to the development of TCM in countries outside of China--especially in the U.S.

**Instructor: Hsinpo Chen**

#### **A.411 Meridians, Collaterals & Points I**

**45/3**

##### **Pre-Requisite: A.402 Concepts of Meridians & Collaterals**

This course teaches that the Meridians and Collaterals are pathways through which the Qi and Blood of the human body are circulated and distributed both interiorly and exteriorly throughout the body. The Taiyin and Yangming Channels are studied as well as the function and indication of all points in the channels and their Chinese names.

**Instructors: Xu, Tong, Jean-Michel Walker**

#### **A.412 Meridians, Collaterals & Points II**

**60/4**

##### **Pre-Requisite: A.411 Meridians, Collaterals & Points I**

The hand and foot of the Shaoyin and location of hands and feet of Taiyang Channels are studied as pathways through which the Qi and Blood of the human body are circulated and distributed both interiorly and exteriorly throughout the body as well as the location, function and indication of all points in the channels and their Chinese names.

**Instructors: Xu, Tong, Jean-Michel Walker**

#### **A.413 Meridians, Collaterals & Points III**

**60/4**

##### **Pre-Requisites: A. 411 & A.412 Meridians, Collaterals & Points I, II**

The hand and foot of the Shaoyang and Jueyin Channels and the Extraordinary points are studied as pathways through which the Qi and Blood of the human body are circulated and distributed both interiorly and exteriorly throughout the body, as well as the location, function and indication of all points in the channels and their Chinese names.

**Instructors: Xu, Tong, Jean-Michel Walker**

#### **A.421 Diagnostic Methods of TCM**

**45/3**

##### **Pre-Requisite: A.401 Basic theory of TCM**

Students are taught the four diagnostic methods which are inspection, auscultation and olfaction, inquiry, and palpation. Students will use the 4 methods to analyze and differentiate the syndromes, and then make correct diagnosis and record writing in the style of TCM.

**Instructors: Fu, Hua**

**A.422 Etiology & Pathogenesis of TCM****15/1****Pre-Requisites: A.401 Basic theory of TCM; A.402 Concepts of Meridians & Collaterals & A.421 Diagnostic Methods of TCM**

In the subject of etiology, students will study the causative factors of disease in the style of TCM and the Pathogenesis section concerns the disharmony of yin and yang, conflict between antipathogenic qi and pathogenic qi and abnormal descending and ascending.

**Instructors: Fu, Hua****A.423 Differentiation of Syndromes****60/4****Pre-Requisites: A.421 Diagnostic Methods of TCM & A.422 Etiology & Pathogenesis of TCM**

Differentiation of syndromes is the method of recognizing and diagnosing diseases in TCM. This course will include differentiation of syndromes according to the theories of Eight Principles, Qi and Blood, Meridians and Collaterals, the theory of Wei, Qi, Ying, Xue and Zang-Fu organs. An understanding of the basic contents and characteristics of each method is essential. (In addition, the differentiation of syndromes according to the theory of Zang-Fu organs is used to analyze and synthesize the data obtained from the Four Diagnostic methods to identify the cause and nature of disease.)

**Instructors: Fu, Hua, Vlas****A.431 Acupuncture Research****15/1**

Students will learn how to design acupuncture research and what procedures should be followed. Students will also learn the theory and practice of designing and analyzing statistical measurements.

**Instructors: Corbin****A.450 Chinese Language of TCM****90/6**

The Elective Course series allows students to choose their course of interest from a basic course in Chinese Language that is focused on learning Acupuncture points, Herbology, and simple translations.

**Instructors: Hsinpo Chen****A.460 Tai Chi & Qi Gong****45/3**

This course lets students learn the most standard form of Tai Chi Chuan as well as the basic theories and skills of the most popular medical Qi Gong therapeutic exercises generally practiced in the medical circles in China.

**Instructors: Hsinpo Chen****A.462 Manual Therapies Tui Na****45/3****Pre-Requisites: A.411-413 Meridians, Collaterals & Points I-III**

This course lets the students learn and practice the manipulation methods, the techniques to treat certain diseases, and special Tui Na for babies.

**Instructors: Hua, Tong, Vlas, Jena-Michel Walker****A.470 Adjunctive Therapies I: N.A.D.A****30/2****Pre-Requisites: A.411-413 Meridians, Collaterals & Points I-III; A.421 Diagnostic Methods of TCM; A.422 Etiology & Pathogenesis of TCM; A.423 Differentiation of Syndromes**

N.A.D.A. is a membership organization supporting the practice of acupuncture for detoxification, relapse prevention and recovery from substance abuse. NADA training involves a 40 hour clinical component as well as the 30 hour didactic portion presented by the school. The registered trainers provide a standardized educational program as well as an introduction to the resources available with membership upon completion. In 1985, NADA was established to promote education and training and has been a leader in the field of public health.

**Instructors: Corbin****A.480 First Year Comprehensive Exam****4/0.26**

Students will review their first year of study through a comprehensive exam which will cover Basic Theory of TCM, 12 Channels and Points, Western Anatomy and Physiology.

**A.501 Internal Diseases of TCM I**

45/3

**Pre-Requisites: A.421 Diagnostic Methods of TCM;****A.422 Etiology & Pathogenesis of TCM; A.423 Differentiation of Syndromes**

Students will study the pathogenesis, etiology, pathology, examination, evaluation, diagnosis, differentiation and treatment of individual Internal diseases in Chinese medicine technology. Through this course, students will combine the 4 Diagnostic Methods, 8 Principles and apply Differentiation of Syndromes to recognize individual internal diseases.

**Instructors: Qi, Hua, Vlas****A.502 Internal Diseases of TCM II**

30/2

**Pre-Requisites: A.421 Diagnostic Methods of TCM; A.422 Etiology & Pathogenesis of TCM;****A.423 Differentiation of Syndromes & A.501 Internal Diseases of TCM I**

Students will study the pathogenesis, etiology, pathology, examination, evaluation, diagnosis, differentiation and treatment of individual Internal diseases in Chinese medicine technology. Through this course, students will combine the 4 Diagnostic Methods, 8 Principles and apply Differentiation of Syndromes to recognize individual internal diseases.

**Instructors: Qi, Hua, Vlas****A.503a External Diseases of TCM I**

15/1

**Pre-Requisites: A.421 Diagnostic Methods of TCM;****A.422 Etiology & Pathogenesis of TCM; A.423 Differentiation of Syndromes**

This course lets students learn commonly seen external diseases, including their etiology, pathogenesis, diagnosis and treatment.

**Instructors: Qi, Hua, Vlas****A.503.b External Diseases of TCM II**

15/2

**Pre-Requisites: A.421 Diagnostic Methods of TCM;****A.422 Etiology & Pathogenesis of TCM; A.423 Differentiation of Syndromes &****A.503a External Diseases of TCM I**

This course lets students learn the commonly seen diseases caused by traumatic injuries, soft tissue injuries and dislocated joints in TCM, including their etiology, pathogenesis, diagnosis and treatment.

**Instructors: Qi, Hua, Vlas****A.510 Ear, Nose & Throat Diseases of TCM**

15/1

**Pre-Requisites: A.421 Diagnostic Methods of TCM;****A.422 Etiology & Pathogenesis of TCM; A.423 Differentiation of Syndromes**

Students learn commonly seen diseases of the Ear, Nose and Throat in TCM, including their etiology, pathogenesis, examination, evaluation, diagnosis, differentiation, and treatment.

**Instructors: Qi, Yao****A.511 Gynecology of TCM**

30/2

**Pre-Requisites: A.421 Diagnostic Methods of TCM;****A.422 Etiology & Pathogenesis of TCM; A.423 Differentiation of Syndromes**

Students learn commonly seen Gynecological problems in TCM, including their etiology, pathogenesis, examination, evaluation, diagnosis, differentiation, and treatment.

**Instructors: Yao, Yen, Fu****A.512 Pediatrics of TCM**

15/1

**Pre-Requisites: A.421 Diagnostic Methods of TCM;****A.422 Etiology & Pathogenesis of TCM; A.423 Differentiation of Syndromes**

Students learn commonly seen pediatric diseases in TCM, including their etiology, pathogenesis, examination, evaluation, diagnosis, differentiation, and treatment.

**Instructors: Qi, Yao**

**A.513 Dermatology of TCM****15/1****Pre-Requisites: A.421 Diagnostic Methods of TCM;****A.422 Etiology & Pathogenesis of TCM; A.423 Differentiation of Syndromes**

This course lets students learn dermatology in TCM, including etiology, pathogenesis, examination, evaluation, diagnosis, differentiation, and treatment of commonly seen skin diseases.

**Instructors: Qi, Fu****A.514 Auricular Acupuncture****30/2****Pre-Requisites: A.411-413 Meridians, Collaterals & Points I-III; A.421 Diagnostic Methods of TCM;****A.422 Etiology & Pathogenesis of TCM; A.423 Differentiation of Syndromes**

An advanced course let students learn theory of auricular acupuncture, location, action and indications of ear points, and manipulations of ear acupuncture.

**Instructors: Corbin****A.515 Scalp Acupuncture****15/1****Pre-Requisites: A.411-413 Meridians, Collaterals & Points I-III; A.421 Diagnostic Methods of TCM;****A.422 Etiology & Pathogenesis of TCM; A.423 Differentiation of Syndromes**

An advanced course lets student learn the theory of scalp acupuncture, location, actions and indications of all specific therapeutic lines on the scalp, as well as special techniques to insert a needle into scalp points and manipulations of the needle.

**Instructors: Qi, Tong****A.520 Acupuncture & Moxibustion Technique****45/3****Pre-Requisites: A.411-413 Meridians, Collaterals & Points I-II**

This course lets students learn and practice a variety of acupuncture & moxibustion techniques, including reinforce and sedation manipulations with needles, cupping, electro-acupuncture, and moxibustion techniques.

**Instructors: Xu****A.541 Esthetics of TCM****15/1****Pre-Requisites: A.411-413 Meridians, Collaterals & Points I-III; A.421 Diagnostic Methods of TCM;****A.422 Etiology & Pathogenesis of TCM; A.423 Differentiation of Syndromes**

This advanced course covers the special needling techniques used for learning the variety of techniques used for facials and weight loss. Some techniques covered are manipulation, needling and herbs.

**Instructors: Yen, Qi****A.550 Adv. Acupuncture Course: Nei Jing****30/2****Pre-Requisites: A.411-413 Meridians, Collaterals & Points I-III; A.421 Diagnostic Methods of TCM;****A.422 Etiology & Pathogenesis of TCM; A.423 Differentiation of Syndromes**

This course introduces general pathogenesis in occurrence of diseases, general ways to keep healthy, and general principles of treatment of diseases, which are set up in Yellow Emperor's Internal Classic (Nei Jing) and closely related to proper application of acupuncture.

**Instructors: Qi, Fu****A.551 Adjunctive Therapies I: Japanese Acupuncture****15/1****Pre-Requisites: A.411-413 Meridians, Collaterals & Points I-III;****A.520 Acupuncture & Moxibustion Technique**

This course is a survey of various Japanese acupuncture and moxibustion techniques. It will cover the history of the Japanese acupuncture including those important teachers and unique contributions to the field of Oriental Medicine.

**Instructors: Bishop**

**A552 Adjunctive Therapies II: Injection Therapy****60/4****Pre-Requisites: All basic Acupuncture Courses**

In accordance with FL 64B1, this course will teach the students the theoretical principles, definition and use of this Therapy. It covers the proper administration as well as contraindication and precaution of Acu-point Injection therapy. Combining bio-therapeutics and acupuncture theory would also be introduced.

**Instructors: Fitch****A.560 Acupuncture Practice Management I: Ethics & Health Management****30/2**

This course will first develop a theoretical foundation and define key terms in the field of ethics for healthcare providers. Methods for resolving professional ethics, ethical dilemmas and maintaining health business and professional relationships in the practice will be discussed.

**Instructor: Clark, Sear****A.561 Acupuncture Practice Management II: Office Mgmt, Promotion, & Insurance****20/1.33**

This course reviews basic acupuncture clinic office management, including record keeping, file management, and insurance billing, as well as issues regarding building and maintaining a successful practice.

**Instructors: Sear****A.562 Acupuncture Practice Management III: Counseling & Patient Communications****20/1.33**

Students will be introduced to methods for determining those emotional difficulties with patients, including possible abuse and potential suicide, that require referrals. They will also be taught communications skills with patients to help them elicit informed consent and encourage the patient to be forthcoming with information and have confidence in the practitioner. Community Resources for counseling referrals will also be provided.

**Instructors: Sear****A.563 Acupuncture Practice Management IV: Laws and Rules****20/1.33**

Students will be taught the definition of Acupuncture as it applies to Florida legislation. The scope of Florida laws and rules for acupuncture is covered, as well as ethical issues for Acupuncture Physicians.

**Instructors: Yen, Corbin, Sear, Ben-Jacob****A.571 General Acupuncture Therapeutics****45/3****Pre-Requisites: All basic Acupuncture Courses**

This acupuncture course lets students learn a lot of famous acupuncture specialists' clinical experience in treatment of many commonly seen or obstinate diseases with acupuncture. Additionally, the students will learn the theory and methods of the acupuncture point combination.

**Instructors: Qi, Xu****A.580 Second Year Comprehensive Exam****4/26**

Students will review their second year of study through a comprehensive exam which will cover Basic TCM Theory, 12 Channels, Extra Channels, Points, Diagnosis of Diseases, Analysis and Treatment of Acupuncture including Clean Needle Techniques.

**A.581 Third Year Comprehensive Exam****4/26**

Students will review their third year of study through a comprehensive exam which will cover TCM Theory, Meridians & Channels, Point location & indication, Diagnosis of Diseases, Individual Herbs and Herb Formulas and the others that have been learned within 4 academic years.

**A.590 Case Management****90/6**

Students will further learn the case management through case studies. This includes primary, secondary and specialty responsibilities, psychosocial assessment, treatment planning and contraindications and complication and follow-up care and final review. It will also include the knowledge of workers compensation codes, procedures and its codes (CPT and ICD-9).

**Instructors: Shi, Clark**

***B. Biomedical Science & Related Topics*****B.401 - 403 Western Anatomy & Physiology I, II, & III****120/8**

This course initiates the presentation of the Western view of anatomy and Physiology. The course will also begin in-depth discussion of microbiology, the integumentary system, skeletal system, muscular system, nervous system, endocrine system, circulatory system, lymphatic system, respiratory system, digestive system, urinary system and reproductive systems, microbiology, the integumentary system, skeletal system, muscular system, nervous system, endocrine system, circulatory system, lymphatic system, respiratory system, digestive system, urinary system and reproductive system. Students will also learn the Western methods of taking vital signs.

**Instructors: Dunn, Scotti**

**B. 420 Intro to Natural Science (General Chemistry, Biology and Micro-biology)****60/4****Prerequisites: Western Anatomy and Physiology I & II**

This course teaches the students the basics of general chemistry, biology and microbiology. All three main components of chemistry are covered. Biology consists of an introduction, universal building of blocks of life. Microbiology covers a wide spectrum of micro-organisms.

**Instructors: Fitch, Scotti**

**B.421 - 422 Western Pathology I & II****90/6****Pre-Requisites: B.401 - 403 Western Anatomy & Physiology I, II, & III****B.431 Western Medical Terminology**

The following areas of Pathology will be discussed from a Western point of view. Cell injury and adaptation, acute and chronic inflammation, cell growth and regeneration, genetic diseases, neoplasia, environmental diseases, responses to infection, and disorders of the main body systems. The purpose of the course is aid students to recognize when a patient should be seen by an M.D. prior to being treated by an acupuncturist.

**Instructors: Nanan, Scotti, Dunn**

**B.431 Western Medical Terminology****30/2****Pre-Requisites: B.401 - 403 Western Anatomy & Physiology I, II, & III**

Students will learn the Western medical terminology of basic diseases, and basic Western diagnostic techniques for common diseases.

**Instructors: Dunn, Scotti**

**B.432 Physics****15/1****Pre-Requisites: Intro to Natural Science (General Chemistry, Biology and Micro-biology)**

This course is a simple introduction to basic physics concepts: force & motion, work & energy, heat, waves & sound, light & optics, wave nature of light & colors, electrical charge & potential- currents & circuits, magnetism, quantum mechanics.

**Instructors: Fitch**



**B.440 Medical Hygiene and Universal Precautions (HIV/AIDS) 15/1**

This course will include 20 contact hours of specific information on the main topics of the communication of disease and the theory and practice of Clean Needle Techniques and Acupuncture Treatment. Office hygiene, OSHA regulations as well as four hours of HIV discussion are included.

**Instructors: Dunn, Scotti**

**B.441 CPR & Emergency Medicine 10/.66**

Students will be taught basic emergency first aid and upon successful completion of the Cardiopulmonary Resuscitation course, will be certified in CPR and First Aid. Also covered will be Samaritan laws, liability, 911 procedures, and a survey of emergency services.

**Instructors: Team Health Institute**

**B.451 Physical Examination and Western Diagnosis 120/8**

**Pre-Requisites: B.401 - 403 Western Anatomy & Physiology I, II, & III**

**B.421 - 422 Western Pathology I & II & B.431 & 432 Western Medical Terminology I & II**

This course will teach the student the basics of Western medicine's examination methods and diagnosis of common diseases. This course will include basic knowledge of lab tests and imaging findings, such as EKG, Blood & Urine tests, and X-rays. The course teaches the students how to use of reference materials like the Physician's Desk Reference.

**Instructors: Nanan, Shi, Fitch**

**B.452 Biomedical Pharmacology and Nutrition 60/4**

**Pre-Requisites: B.421 - 422 Western Pathology**

This course includes an introduction to the basic categories of pharmacological substances and formulas, and the common uses and misuses of Western medication in combination with TCM. It also includes an introduction to nutrition and dietary advice for various conditions.

**Instructors: Fitch, Ben-Jacob, Bergman**

**B.453 Biomedical Modalities & Referral Resources 15/1**

**Pre-Requisites: B.421 - 422 Western Pathology; B.451 Physical Examination and Western Diagnosis**

This course will teach the student to recognize conditions and situations which require that patient be referred to Western Medical Doctors. Accidents of acupuncture treatment, diseases which are beyond the scope of acupuncture, patient referral documentation and 911 procedures will be discussed.

**Instructor: Corbin**

***H. Herbal Therapy & Related Topics***

**H.401 Introduction to Herbology 15/1**

This course introduces medicinal herbs. Their properties and flavors, actions, and toxicity control are discussed. The course also covers channel tropism, an herb's selective effect in certain channels, the processing methods, application, the biochemical components of herbs and their compatibility or contra-indications to Western medicine, dosage, biological names, and administration.

**Instructors: Qi, Clark, Vlas**

**H.411 Individual Herbs I 45/3**

**Pre-Requisites: H.401 Introduction to Herbology**

This course covers the history, theory, botanical characteristics, biological name and therapeutic functions of over 75 of the common individual herbs used. The Chinese names, development in herb use, and substitutions for herbs no longer available will also be discussed. Students will learn the individual herbs for: treating exterior syndromes, heat clearing, expectorants, anti-tussive, anti-asthmatics, purging, and eliminating dampness.

**Instructors: Qi, Clark, Vlas**

**H.412 Individual Herbs II****60/4****Pre-Requisites: H.411 Individual Herbs I**

This course covers the history, theory, botanical characteristics, biological name and therapeutic functions of over 150 of the common individual herbs used. The Chinese names, development in herb use, and substitutions for herbs no longer available will also be discussed. Students will learn the individual herbs for: Interior warming, regulating Qi, improving digestion, anthelmintic, homeostasis, promoting blood circulation, and removing blood stasis.

**Instructors: Qi, Clark, Vlas****H.413 Individual Herbs III****45/3****Pre-Requisites: H.411 Individual Herbs I; H.412 Individual Herbs II**

This course covers the history, theory, botanical characteristics, biological name and therapeutic functions of over 75 of the common individual herbs used. The Chinese names, development in herb use, and substitutions for herbs no longer available will also be discussed. Students will learn the individual herbs for: Tranquilizers, calming the Liver, inducing resuscitation, tonics, astringents, and external use.

**Instructors: Qi, Clark, Vlas****H.421 Introduction to Homeopathy****30/2**

Students are exposed to the basic theories of homeopathy. This includes discussion of the Law of Similars, Minimum dosages, the inner person (vital force) and symptoms, chronic disease, and miasmatic theory. Students will also study repertorizing and the materia medica.

**Instructors: Bergman, Ben-Jacob****H.501 Introduction to Herbal Formula****15/1**

**Pre-Requisites: H.401 Introduction to Herbology  
H.411 Individual Herbs I; H.412 Individual Herbs II  
H.413 Individual Herbs III**

This course covers the general introduction to theories of Chinese herbal formulas, including principles for making a formula, normal combination conditions and abnormal combination conditions of herbs. The way to prepare herb formula decoction and to take the decoction also are generally introduced.

**Instructors: Qi, Clark, Vlas****H.511 Herbal Formulas I****60/4**

**Pre-Requisites: H.401 Introduction to Herbology  
H.411-413 Individual Herbs I, II, III  
& H.501 Introduction to Herbal Formula**

This course covers 100 Chinese herbal formulas with their composition, analysis, function, indication, and modification. Included are formulas for releasing the exterior, clearing heat, draining downward, harmonizing, treating dryness, and expelling dampness.

**Instructors: Qi, Clark, Vlas****H.512 Herbal Formulas II****60/4****Pre-Requisites: H.511 Herbal Formulas I**

This course covers 100 Chinese herbal formulas with their composition, analysis, function, indication, and modification. Included are formulas for moistening dryness, warming the interior, formulas for tonifying, regulating Qi and blood, for stabilizing and binding, calming the spirit, and calming the spirit.

**Instructors: Qi, Clark, Vlas**

**H.513 Herbal Formulas III** **30/2**  
**Pre-Requisites: H.511-512 Herbal Formulas I,II**

This course covers 60 Chinese herbal formulas with their composition, analysis, function, indication, and modification. Included are formulas for expelling the wind, opening the orifice, dissolving the phlegm, and reducing food stagnation, and expelling parasites. Upon the successful completion of herbal formula courses, students will be able to treat the common diseases clinic, learn how to comprehensively analyze the compositions, functions, and indications.

**Instructors: Qi, Clark, Vlas**

**H.521 Adv. Herb & Formula Course I: Shanghanlun** **45/3**

This course introduces general pathogenesis in occurrence of diseases, general ways to keep healthy, and general principles of treatment of diseases, which are set up in Shanghanlun, an important classics written by Dr. Zhongjing and which are closely related to proper application of herbs and formulas.

**Instructors: Fu**

**H.531 Adv. Herb & Formula Course II: Jin Gui & Wen Bing with Herbology** **45/3**

**Pre-Requisites: All basic Herbology & Acupuncture courses**

Jin Gui & Wen Bing are other important classics written by Dr. Zhongjing Zhang and other famous doctors. This course covers Dr. Zhongjing Zhang's and some other well-known ancient doctors' theories and formulas in differentiation of syndromes, treatment of various diseases based on differentiation of syndromes with herbs and formulas in these books.

**Instructors: Fu**

**H.532 Adv. Herb & Formula Course III: Herb Patents** **30/2**

**Pre-Requisites: H.511 Herbal Formulas I; H.512 Herbal Formulas II**

This course introduces herbal patents. It includes general introduction to science of herb patents, and detailed discuss of 60 commonly applied patents, such as their composition, functions, indications and contraindications.

**Instructors: Qi, Sear**

**H.541 Food Therapy** **30/2**

**Pre-Requisites: A.402 Differentiation of Syndromes**

TCM food therapy is a special diet made from Chinese herbs, food, tea and condiments. Its uses for preventing and treating diseases will be discussed.

**Instructors: Chen**

***C. Clinical Practicum***

**C.401 & 402 Clinic Observation I & II** **120/4**

This course will familiarize student interns with clinic rules, intern policies, OSHA regulations and Clean Needle Technique (CNT). This course uses volunteer student patients to review basic theory and point locations and to demonstrate clinical skills needed in doing initial patient contact. The instructor will continue to review channel and point locations while introducing clinical modalities used in an acupuncture clinic. Channel pathologies will be introduced and students will have plenty of opportunity to chart channel Qi flow and divergent channels, to recognize channel pathologies and review the basic theory of acupuncture point selection. By the end of the trimester, the students will again be tested on point location and selection, clean needle technique and universal precautions.

**Instructors: Xu, Tong, Walker, Wilson**

**C.403 Clinic: Observation III****60/2****Pre-Requisites: C.401 and C.402 Clinic Observation I & II**

In this course students continue to observe the procedure of diagnosis and treatment of patients in clinic, and additionally, based on observing various treatments done on patients and student volunteers, students will begin to develop skills in conducting intakes and formulating a case analysis by observation and research. The class will review and be retested on point location, CNT and Universal precautions. These exams must be passed before students can proceed to the next level of the clinical practicum.

**Instructors: Xu, Tong, Walker, Wilson****C.410 Self-Needling****45/1.5****Pre-Requisites: C.401 and C.402 Clinic Observation I & II****C.403 Clinic Observation III**

In this course, under supervision by an instructor at all times, the class will pair off and each pair will practice their self-needling and point location techniques. Using practice materials, students will learn the proper methods of needle insertion and removal, and be introduced to the concepts of tonifying and reducing. Students will also practice tongue and pulse diagnosis during this phase of training.

**Instructors: Tong, Xu, Walker****C.501 & 502 Clinic: Practice under Supervision****240/8****Pre-Requisites: C.401, C.402 & C.403 Clinic Observation I, II, III****C.410 Self-Needling, Palpation, Tongue & Pulse Diagnosis &****B440 Medical Hygiene and Universal Precautions.**

In this course, under supervision by an instructor at all times, the students will practice diagnosis and treatment of the most common diseases on clinic patients. Students will practice the initial steps of patient record keeping, intakes, diagnosis & treatment, and discuss patient counseling methods. Clean Needle Technique is also reviewed during this phase of training.

**Instructors: Yen, Qi, Tong, Walker, Vlas, Wilson, Walls****C.503 Clinic: Practice under Supervision/Herb Recognition****120/4****Pre-Requisites: C.501 & 502 Clinic: Practice under Supervision**

In this course, under supervision by an instructor at all times, the students will practice patient record keeping procedures and are responsible for compiling complete patient files. Students will assess patients using the 4 principal methods of assessment and examine patients using the eight principle methods of diagnosis. A tentative diagnosis will be offered by the student and discussed with the Clinical Supervisor. The student will then independently write a differential diagnosis and analysis of the patient, prepare herbal prescription and/or treat the patient after approval of the treatment plan by the Supervisor. Students will also observe herbal diagnosis and be expected to recognize and retrieve herbs for the preparation of herbal prescriptions in the pharmacy.

**Instructors: Yen, Qi, Tong, Walker, Vlas, Wilson, Walls****C.511 & 512 Clinic: Acupuncture Intern/Herb Preparation****240/8****Pre-Requisites: C.503 Clinic: Practice under Supervision/Herb Recognition**

In this course, under supervision by an instructor, the students will provide both an Eastern and Western diagnosis and be able to articulate the function and prescription of acupuncture points appropriate for the patient's condition. This phase of training also encompasses instruction on basic herb formulas and their functions, observing the filling of herbal formula prescriptions and herbal preparation under the guidance of an clinical instructor.

**Instructors: Yen, Qi, Tong, Walker, Vlas, Wilson, Walls**

**C.513 Clinic: Acupuncture and Herbology Intern****135/4.50****Pre-Requisites: C.511 & 512 Clinic: Acupuncture Intern/Herb Preparation**

In this course, the students will handle all phases of the clinic organization and operation, independently diagnose (Eastern & Western diagnosis) and treat patients with acupuncture and herbs under the supervision of the instructor.

**Instructors: Yen, Tong, Walker, Vlas, Wilson, Walls**

**C.521: Elective: Clinic Conference****30/1.00**

This course consists of three parts. The first part is the clinical discussion where the instructors will produce the etiology, pathogenesis and treatment protocol for several diseases monographed through real-case discussions during students' internships. The second part is the clinical demonstrations provided by instructors as to how to conduct a physical examination, condition assessment tests, special needling techniques, and other treatment methods. The third part is to provide mini-seminars, through which the instructors will introduce new technology, treatment protocol, newly developed acupuncture instruments and patented herbal formulas.

**.Instructors: Yen, Tong, Walker, Vlas, Wilson, Walls**

**The Doctor of Acupuncture & Oriental Medicine (DAOM) Program:*****DAOM Program***

The DAOM program at ATOM is designed for acupuncturists who are interested in advancing their TCM knowledge and skills, learning the intricacies of the Internal Medicine specialization, as well as developing the skills needed to conduct or participate in clinical research studies and be educated consumers of AOM scientific and research literature to improve professional practice outcomes. Doctoral candidates will have a unique opportunity to study with faculty who have distinguished themselves as experts in various aspects of the TCM Internal Medicine specialty offered in the DAOM program. ATOM's innovative program emphasizes collaboration in clinical settings by providing rigorous training in advanced concepts of TCM and biomedical theory. By integrating Biomedicine and TCM, the program aims to produce skilled practitioners, faculty and leaders in the field. Upon successful completion of the program, students will be awarded the Doctor of Acupuncture and Oriental Medicine (DAOM) degree.

***ATOM DAOM Program Length and Curriculum***

The DAOM Program is offered on a quarter system and is comprised of 1236 hours/86 quarter credit hours of study that can be completed in a minimum of 2 calendar years and a maximum of 4 calendar years.

**Clock to Credit Hour Conversion**

- One-quarter credit hour is granted for each 10 hours of classroom contact
  - One-quarter credit hour is granted for each 20 hours of clinical instruction or for each 30 hours of clinical observations and case studies
- (Didactic hours  $576 \div 10 = 57.6$ , Clinical hours Part one  $96 \times 4 \div 20 = 19.2$ , Clinical hours Part Two  $138 \times 2 \div 30 = 9.2$ )

Note that some classes are taught over 3 modules and others are offered in 1 or 2 modules. The following chart presents a list of courses offered in the DAOM program. Please note that the chart is presented solely for illustrative purposes. DAOM courses without corresponding course pre-requisite requirements may be offered in any sequence during the student's course of study at ATOM. Only those courses and clinical experiences that require foundational knowledge and training offered in other DAOM courses must be taken in sequence consistent with published DAOM course pre-requisites.

<b>DAOM PROGRAM OF STUDY</b>				
	<b>Year</b>	<b>Module</b>	<b>Didactic</b>	<b>Clinic</b>
Module 1	First Year	Analysis of Classical Works I	24	8
Module 2	First Year	Functional Neurology and Therapeutic Manipulations	24	8
Module 3	First Year	TCM Gastroenterology I	24	8
Module 4	First Year	TCM Cardiology I	24	8
Module 5	First Year	TCM Neurology I	24	8
Module 6	First Year	Research Methodology I	24	8
Module 7	First Year	TCM Endocrinology I	24	8
Module 8	First Year	TCM Gastroenterology II	24	8
Module 9	First Year	TCM Neuroimmunology & Neuroendocrinoly I	24	8
Module 10	First Year	TCM Neurology II	24	8
Module 11	First Year	TCM Gynecology I	24	8
Module 12	First Year	TCM Pulmonology	24	8
	First Year	Integrated Clinic / Apprenticeship		96
	First Year	Clinical Observation / Case Studies		138
Module 13	2 <sup>nd</sup> Year	Diagnosis and Treatment Method of Acupuncture	24	8
Module 14	2 <sup>nd</sup> Year	TCM Dermatology	24	8
Module 15	2 <sup>nd</sup> Year	TCM Psychology	24	8
Module 16	2 <sup>nd</sup> Year	TCM Oncology I	24	8
Module 17	2 <sup>nd</sup> Year	TCM Pediatrics	24	8
Module 18	2 <sup>nd</sup> Year	TCM Gynecology II	24	8
Module 19	2 <sup>nd</sup> Year	Biomedical Assessment	24	8
Module 20	2 <sup>nd</sup> Year	Classical TCM Literature II	24	8
Module 21	2 <sup>nd</sup> Year	Nephrology and Urology	24	8
Module 22	2 <sup>nd</sup> Year	Immunology	24	8
Module 23	2 <sup>nd</sup> Year	TCM Neuroimmunology & Neuroendocrinoly II	24	8
Module 24	2 <sup>nd</sup> Year	TCM Oncology II	24	8
	2 <sup>nd</sup> Year	Capstone / Theses Defense		96
	2 <sup>nd</sup> Year	Integrated Clinic /Apprenticeship		138
		Clinical Observation / Case Studies		
		<b>Total Program Hours</b>	<b>576</b>	<b>660</b>

## DAOM COURSE DESCRIPTIONS

### Module 1 - Analysis of Classical Works I

This module delves into one of the most ancient TCM classic texts with a particular focus on TCM Internal Medicine, presenting core topics from the Yellow Emperor's Classics of Internal Medicine (Huang Di Nei Jing). Combining didactic teaching with interactive discussions, during the class students will explore key concepts from this ancient text governing TCM practice. This module provides the historical and clinical context of TCM and explores its theoretical relevance to modern Oriental Medicine practice.

### Module 2 – Acupuncture & Therapeutic Manipulation

This course includes DAOM-specific topics in manipulation techniques, a major area of contemporary acupuncture mechanism research. During this course and the follow-up modules students will explore the advanced acupuncture manipulation techniques and massage techniques presented in the ancient Chinese Medical texts and their relevance to modern clinical practice and research.

### Module 3 - Gastroenterology I

This course explores specific diseases of the gastroenterological system from both biomedical and Oriental Medical perspectives. During the course, students are not only trained to understand Gastroenterology from biomedical and TCM perspectives, but also how medical conditions in Gastroenterology can impact the quality of life. Acupuncture as well as advanced TCM herbal therapies in the treatment of gastroenterological diseases is covered in this course.

### Module 4 - Cardiology I

This course provides an overview of recent advances in cardiovascular medicine and provides training on differential diagnoses and the treatment of relevant TCM patterns. Participants will become familiar with common cardiovascular diagnostic tests and receive training in the pathophysiology, TCM treatment and case management of cardiac diseases. By the end of the module, students will be able to recognize red flags and risk factors, diagnose and treat common cardiovascular conditions, and recognize serious conditions that warrant referral to other health care providers.

### Module 5 – Neurology I

This course presents advanced topics on common disorders in both the central and peripheral nervous systems. For each disorder, the biology, pathology, neurological examination, diagnostic tests and the TCM and Western medicine diagnosis and treatment modalities are introduced. The course will also include TCM prevention and approaches to rehabilitation with case studies and analysis of common brain and peripheral nerve disorders.

### Module 6 - Research Methodology I

This course provides a foundation in research methodology, which is designed to cultivate student competencies in reading and critiquing relevant medical research publications and to provide a foundation for the student-required clinical capstone project. The core contents include interpreting research questions, understanding the four types of basic research design, analyzing statistical results, evaluating potential bias and confounding and addressing ethical issues in research.

### Module 7 - Endocrinology I

The endocrinology module provides training in the examination and management of endocrine and metabolic disorders, with a particular focus on disorders of the Thyroid. This module reviews the body's control mechanisms for hormonal production and how hormones act to maintain metabolic homeostasis. Case studies are presented to illustrate abnormalities in the endocrine functions. The course will cover the most commonly used diagnostic tests for endocrine dysfunctions. Students will learn to diagnose and treat common endocrine diseases from both TCM and Western medicine perspectives.

### Module 8 - Gastroenterology II

This module, builds on the Gastroenterology I course and explores specific diseases of gastroenterological system, with an emphasis on acupuncture treatment. These diseases are explored from both biomedical and Oriental Medical perspectives to provide doctoral candidates with an understanding of such conditions from multiple medical perspectives. Students will apply acupuncture

treatments to alleviate symptoms and stimulate the body to heal the root causes of the diseases of the gastroenterology system.

#### Module 9 – Neuroimmunology and Neuroendocrinology I

This course provides an update on the latest research on the neuroendocrine control of immune responses and the neuro-inflammatory process, with an emphasis on the introduction of a holistic perspective to the pathophysiology and treatment of Autism Spectrum Disorders (ASD). Inflammatory autoimmune response plays a major role in the pathogenesis for this condition, which has increased over the past several decades. Students will learn to treat ASD children with a combination of natural therapies, including traditional Chinese medicine, homeopathy, contemporary energy medicine and nutritional supplementation.

#### Module 10 - Neurology II

In this module, students will learn how to diagnose, treat and manage CNS degenerative diseases commonly seen in professional practice. These diseases in allopathic medicine are considered incurable and are notorious for adversely impacting quality of life. Complementary and alternative medicine is currently playing an important role in the management and care of patients suffering from CNS degenerative conditions.

#### Module 11 - Gynecology I

This course is designed to enhance students' understanding of common gynecological disorders and clarify signs and symptoms in the lower abdomen that are indicative of gynecological disorders. The module provides training in the anatomy, embryonic development and physiological functions of the female reproductive system. Common pathological disorders involving gynecological or other systemic changes manifesting lower abdominal pain are differentiated in detail, followed by discussion on applicable allopathic and TCM treatments.

#### Module 12 – Pulmonology

This course focuses on common diseases of the respiratory system. TCM treatment techniques in the management of respiratory disorders form the core of this module and include training in allopathic medical etiology and pathology of pulmonary disorders and in TCM syndrome differentiation and diagnosis. Clinical theater within the module exposes students to the clinical decision making process when treating pulmonary diseases with TCM treatment techniques.

#### Module 13 Diagnosis and Treatment Method of Acupuncture

This course focuses on the clinical application of the ancient TCM theory of channels and collaterals. Advanced topics such as layered analysis and applications are presented. The course covers the most current Western medicine research on acupuncture meridian theory and its relevance to modern day clinical practice.

#### Module 14 Dermatology

This course provides a foundation for the treatment of selected dermatological conditions in TCM practice. Advanced TCM treatment techniques are discussed such as trigger point, external poultices, liniments and plasters in the treatment of dermatological diseases commonly treated in allopathic medicine.



### Module 15 – TCM Psychology

This module focuses on TCM approaches to the diagnosis and treatment of psychiatric and psychological conditions. Students will receive training on the proper assessment of mental health disorders from both the biomedical and TCM perspectives. Common psychological conditions are explored from TCM, biomedical and psychological perspectives. This course emphasizes the interaction between physical and psycho-emotional disharmonies as well as social influences on mental disorders. Therapeutic and clinical approaches to counseling are discussed in addition to acupuncture and TCM herbal therapies.

### Module 16 – TCM Oncology I

This course introduces advanced topics on commonly seen tumors in various systems of the body. For each location, the biology, pathology, diagnostic examinations and tests as well as the TCM and Western medicine approaches to diagnosis and treatment are introduced. The course will also address TCM prevention and rehabilitation methods with case studies and analyses on common Oncological diseases.

### Module 17 - Pediatrics

This course explores key issues in pediatric medicine from both biomedical and Oriental medical perspectives. The module emphasizes the differences between the pediatric and adult patient, focusing on the general constitution of children at various stages of their growth and development. Unique treatment modalities that are pediatric-specific are explored and presented. Various TCM and conventional pediatric diagnostic techniques are also addressed in this module.

### Module 18 - Gynecology II

This course focuses on women's health with an emphasis on fertility. The Western and TCM pathology and physiology of infertility, along with syndrome differentiations are presented. The course covers current Western medicine research as well as TCM treatments. IVF (In Vitro Fertilization) and Intrauterine Insemination procedures, as Western treatments of infertility in collaboration with TCM treatments are discussed.

### Module 19 - Biomedical Assessment

This module addresses various biomedical procedures used in diagnosing various diseases. Students receive instruction in conducting a Western Physical Exam and on the clinical applications of various diagnostic imaging modalities such as X-ray, MRI, CAT scan, PET scan. The course also covers relevant laboratory tests such as stool, urine and blood tests and the range of normal and abnormal test values that may be indicative of disease.

### Module 20 - Classical TCM Literature II

This module builds upon on the subject material presented in Classical TCM Research Literature I and II, presenting advanced topics with more emphasis on the 19 pathologies, which is an integral part of any TCM clinical practice. Combining didactic teaching with interactive discussions, the class explores advanced concepts and techniques from the ancient texts as relevant to modern age TCM practice.

### Module 21 – Nephrology and Urology

This course covers the management and treatment of common conditions involving the urinary tract and genitalia for men of different age groups. Students are trained to recognize the red flag symptoms appropriate for referral; diagnose these conditions from Eastern/Western medical perspectives and provide contemporary acupuncture and traditional Chinese herbal treatments.

### Module 22 - Immunology

This course is composed of two major parts: 1) a general introduction to the anatomy and physiology of the unique organs related to immune disorders; 2) the diagnosis and treatment of some of the major diseases based on certain symptoms in the department of immune system; especially the emphasis on the diagnosis and treatment of integrated Chinese and Western Medicine.

### Module 23 – Neuroimmunology and Neuroendocrinology II

This module covers headaches and neuroimmune and neuroendocrine control of inflammation. Emphasis is placed on diagnosis of headaches from both a biomedical and TCM perspectives. Advanced TCM treatment options are explored in addition to acupuncture and TCM herbal therapies.

### Module 24 - TCM Oncology II

The oncology module provides training on the examination and management of oncological diseases. The courses are designed to enhance the students' understanding of common oncological disorders and clarify the indicative symptoms and signs of malignancies in various systems of the body. Complementary and alternative medicine is playing more and more roles in the management and care of these diseases. Students will learn to diagnose and treat various malignancies from both the allopathic and the TCM perspective, especially the palliative care associated to the side effects of radiotherapy and/or chemotherapy, in an effort to improve the quality of life.

### Cadaver Training

Students receive a one day training experience at the Cadaver lab of the Miami Anatomical Research Center in which they actively participate in the dissection of a human cadaver under the training and supervision of both a Western medicine trained anatomist and a member of ATOM's TCM faculty. During this experience, students will explore anatomical structures of the human body and its relevance in understanding the connection between TCM and allopathic medicine approaches to diagnosis and treatment.

### AOM Research & Capstone Strategy

In preparation for the required student-prepared Clinical Capstone project, students, in a series of 2-hour training sessions offered monthly, are expected to review and present research articles and professional literature selected by the instructor to the entire class followed by instructor-facilitated group discussion. During this experience, students are expected to improve their knowledge in research study design, enhance their abilities to comprehend medical research and to develop the ability to apply this knowledge in the assessment of clinical studies and in designing their own Capstone projects. Following satisfactory completion of the program research design modules, students must prepare and present to the school community a Clinical Research Capstone project suitable for publication in professional peer reviewed publications.

### Capstone Research Project

DAOM candidates must complete, as a requirement for graduation, a research project that demonstrates an integration of the knowledge and skills required in the core curriculum. The research project has to be well written and presented in front of the DAOM Capstone Committee. The project will be evaluated by the Committee in the final phases of the program. For details of the Capstone project, refers to the Capstone Project Manual.

## DAOM Clinical Training

### Internship Options

The CIP provides students with a combination of required and optional internship/externship experiences. The required program ensures that students receive comprehensive training from the experts in the field of Oriental and conventional Western medicine. Students are provided the following options for obtaining the required clinical training credit (also refers to specific syllabus for details):

- **Sunday clinic internship:** On Sunday of each module, students are required to follow the DAOM faculty member to see patients in a grand rounds-type experience. The instructors are experts in the field of TCM and/or Western medicine with a variety of specialties and areas of expertise. The students will be exposed to patients with different diseases in the field of internal medicine germane to the module taught (e.g., neurology) and be provided opportunities to learn more advanced styles for conducting patient intakes, physical examinations, diagnoses and preparing treatment plans that are not typically covered in Master's clinical level training. Sunday clinic is the foundation of the DAOM internship program.
- **After-class internship:** On Friday and Saturday of each module, between 6 and 10pm, students will have opportunity to interact with on-site DAOM faculty members and other students to learn advanced methods of patient assessment, diagnosis and treatment. This optional session also serves as a review session for what the students have learned during the current DAOM training module. A maximum of 192 credit hours can be awarded in the After Class Internship.
- **Supervision internship:** It is a required program experience in which DAOM students are expected to assume in-depth professional responsibilities and supervision skills through providing clinical instruction to Master-level students. Each DAOM student will be assigned to supervise Master-level students for this component of the required clinical internship experience. The internship also provides students with opportunity to experience acupuncture clinic management. Qualified members of ATOM's clinical faculty will provide instruction to DAOM students throughout the Supervision Internship experience.
- **Apprenticeship with medical professionals:** Internship with medical doctors in the ATOM Student Clinic provides opportunities for DAOM Interns to engage in collaborative interactions with other medical providers in appropriate clinical settings. It also provides Intern training in biomedical assessment knowledge and skills including instruction on physical exams, lab tests, diagnostic imaging, and narrative report writing, as well direction on facilitating patient care in collaboration with conventional health care personnel.
- **Apprenticeship in other healthcare institutions:** For students who desire the opportunity to apprenticeship with healthcare professionals other than members of the ATOM faculty to fulfill a portion of their internship hours, an apprenticeship experience is an option. The externship site and supervisor/mentor must be reviewed and approved by the ATOM DAOM Steering committee. Students who wish to pursue this option must complete and submit to ATOM, the *Apprenticeship Approval Form*, provide the required professional information on the proposed apprenticeship site and supervisor/mentor, and a signed copy of the *Apprenticeship Agreement*.

□ **Case Report:** The case report is a written summary of a clinical case with at least three follow-up visits, containing the patient's health history, main complaints, diagnoses, pattern identification, treatment principle and protocol, results as well as a discussion and comments. The Case report reinforces knowledge and skills in case management, data organization and report writing. For detailed requirements of the case report, refer to the *Sample Case Report for DAOM Clinical Credit* and the *Rubric for Case Reports for DAOM Clinical Credit*.

## Student Resources

### ***Library***

The library at the Institute is open from 9 AM to 6:00 PM from Monday to Friday from 9 AM- 6 PM and from 1-5 PM on Saturday. There are more than 3000 books and professional journals as well as video and audio tapes and on-line network services in the ATOM library. Library holdings, (some in Chinese, some in English and some in both languages), cover an array of subjects from Traditional Chinese Medicine to Complementary/Alternative Medicine and the Western Medical Sciences. Students are encouraged to use the reference materials and plan study sessions in the library.

Four computer stations equipped with Internet and Medline access and a copy machine are available for academic and research use in the Library study room. Wireless computer access is available throughout the campus building. .

In addition to the ATOM library, all the students are eligible privileges to use the Broward County Main Library while they are enrolled as students at ATOM. This privilege provides access to an exceptionally large and varied library that includes biomedical texts, journals, and other learning resources.

### ***Student Handbook***

The ATOM Student Handbook is the official publication containing ATOM's policies and procedures governing students at the Institute, including, but not limited to, information on admissions, student conduct policies, program graduation requirements, satisfactory academic progress, student services, grading systems and other services and information of import to students. The Handbook is distributed to students following enrollment in ATOM's programs.

Selected policies and policy summaries contained in the handbook are included in the catalog for the information of prospective students. For a complete set of policies, please refer to the Student Handbook. The complete ATOM Student Handbook is available by contacting the school administration.

### ***Student Representatives***

The Institute affords students a formal opportunity to provide input on matters respecting any aspect of academic life, procedure, ethics, professionalism, or behavior that impact students through Student Representatives. Representatives act as a liaison between the student body and the school administration and faculty. Two representatives are chosen from each class by consensus. Meetings are held regularly by the Student Association. The President of the Student Association serves as an ex-officio member of the ATOM Board of Directors without a vote.

### ***Textbooks, Uniforms, & Supplies***

The Institute has a bookstore where students can acquire course textbooks and supplies. The Institute also assists students in placing special orders for books that are difficult to find, provided that all costs and postage fees are **paid in advance**.

Ordering from the ATOM bookstore is an easy way to assure you purchase the right book in time for classes, with hassle free returns. ATOM recognizes the importance of book costs, and strives to get students the lowest price on required or recommended textbooks. Sometimes, however, another source can offer required textbooks at a lower price, so students may wish to explore other vendors when purchasing books for their classes.

### ***Seminars***

ATOM students may attend any of the special seminars conducted by visiting faculty and scholars that are periodically offered by the Institute at no cost. ATOM students are also encouraged to attend other professional seminars offered by other AOM educational institutions and state and national acupuncture & Oriental medicine associations. Attendance at seminars offered outside ATOM does not fulfill ATOM program requirements.

### ***Placement Resources***

ATOM cannot, and does not, guarantee professional employment upon graduation from its programs. Students are, however, supported by the faculty and administration in their search for employment, and are encouraged to utilize the ATOM bulletin boards for posted employment and career opportunities and to network with licensed acupuncturists who attend these seminars.

# Governance and Personnel

## *Board of Directors*

The Institute is administered and governed as a tax-exempt not-for-profit corporation operating out of Fort Lauderdale, FL. The Board of Directors of the Institute, with diverse backgrounds in law, western medicine, Oriental medicine, Chiropractic and Higher Education, are composed of the following individuals, whose names and addresses are on file with the Florida Department of State.

<b>Chair</b> Renliang Xu, PhD.	<b>Treasurer</b> Gerard D. Grau, M.D.	Michael Marshall, DC, AP
<b>Vice Chair</b> Mary Catherine Bonner, Esq	Johanna C Yen, M.D. (China), A.P (Ex-Offiico)	Betty Walker
<b>Secretary</b> Hsinpo Chen, MS	Angie Matamoros, Ph.D.	Sifu Zhou, PhD, AP
		James X. Zhang, MS (China )

## *ATOM Administration*

### **President**

Johanna Chu Yen, M.D., A.P.

### **Vice President/ DAOM Director**

Di Fu, PhD, A.P.

### **Executive Director, Administration**

Dort S. Bigg, JD

### **Academic Dean**

Prof. Yan Cheng

### **Faculty Dean**

Prof. Hsinpo Chen, MS

### **Clinic Director**

Xin Tong, MS (China), A.P. (Master Program)

Harry Hong, PhD, AP (DAOM Program)

Veaceslav Vlas, MD (EU), PhD, AP (DAOM Program)

### **Director of International Student Office**

Prof. Hsinpo Chen, MS

### **Clinic Manager**

Toni Hernandez, BA

### **Finance Officer**

Celia Munoz

### **Financial Aid Officer**

Michelle Weldy

### **Registrar**

Millie Ferreira

### **Admissions Counselor**

Karen Gemignani

### ***ATOM Faculty For Master Program***

#### **Johanna Chu Yen, MD (China), AP.. (FL Lic AP #0000200)**

Dr. Yen received her medical degree from Shanghai Second Medical College. She specialized in obstetrics and gynecology in China. Appointed by Governor Chiles, she served two 4-year terms on the State Board of Acupuncture from 1993 to 2000. As a co-founder of the Institute, and the current President, she also teaches courses at ATOM.

#### **Isali Ben-Jacob, A.P., Dipl. Hom (FL Lic. AP #0000847)**

Isali Ben-Jacob received his undergraduate studies from the University of Miami with an emphasis in physics and electrical engineering and his medical studies from the Southeast Institute of Oriental Medicine. He maintains a diplomat in Homeopathy and Homeotoxicology, and is a member of the International Academy of Physiological Regulating Medicine. He conducts periodic presentations in the community and wellness programs on the various subjects of healthcare and for the treatment of specific diseases. Now he is teaching Homeopathy and Nutrition at ATOM.

#### **Mary L. Bergman, HMC, A.P. (FL Lic AP #0000404)**

Mary Bergman got her BS degree from George Washington University School of medicine in 1974. She studied homeopathy in Vancouver, Canada from 1996 to 1998. She graduated from Chinese Acupuncture Institute in 1989 and has been practicing acupuncture and homeopathy since then. She teaches homeopathy and nutrition at ATOM.

#### **Cameron Bishop, DAOM, Lac., (FL Lic AP #0000762)**

Cameron Bishop, DAOM, L.Ac., (FL Lic AP #0000762) Cameron Bishop lived and worked in Japan for four years studying martial & healing arts. He has a Bachelor degree in Psychology and Anthropology from SPU, an accredited Masters in Acupuncture from NIAOM and accredited Doctor of Acupuncture and Oriental Medicine degree from ACTCM. He is an authorized Toyohari Instructor. He has trained, translated and studied with many Japanese acupuncture masters in Japan, and also studied in Shanghai China. He has been in private practice for over 18 years.

#### **Hsinpo Chen, M.A. (China), M.S.**

As associate professor / Vice Director of the Linguistics Program, he started to teach in the graduate studies at Beijing University and Beijing Foreign Studies University in China as early as in 1960. Invited by Florida International University as a Visiting Scholar in 1981, and also as a Research Professor in 1988, he has taught Chinese Culture and Civilization, English and Chinese Linguistics, Theory and Practice of Tai Chi and Qigong at Florida International University, Barry University as well as NOVA Southeastern University. Professor Chen is an instructor of History of Chinese Medicine, Chinese Language, Tai Chi and Qigong and Food Therapy at ATOM.

#### **Kevin D Clark, AP (FL Lic. AP#0000424)**

Kevin D. Clark, A.P. graduated from the Community School of Traditional Chinese Healthcare in 1991. Prior to enrolling in school he apprenticed under Daniel Achison-Nevel and Andrew Ellis here in the United States for two years with emphasis on Chinese herbal medicine, topical herbal medicine and food therapy. He founded the Community School of Traditional Chinese Healthcare, the Community Clinic and Tong Ren Herbs, Inc.. In addition, the school operated the South Shore Acupuncture Clinic funded by Ryan White at South Shore Hospital as a part of the student clinic. He has taught most aspects of the Chinese medical curriculum and currently maintains his private practice in Ft. Lauderdale and Hollywood Florida. He teaches case management courses and works as an intern clinic instructor at ATOM at the moment.

**Thomas Corbin, A.P., R.T. (FL Lic AP #0000790)**

Tom Corbin is a certified acupuncturist and was trained in both the United States and Nanjing, China. Tom currently teaches and does research in acupuncture with a concentration on auricular medicine. In addition to his position as a registered trainer for the National Acupuncture Detoxification Association (NADA), he has also taught auricular medicine for international societies.

**Eston Dunn, MS, LMT (FL Lic # MA 54749)**

He received his Bachelors of Science in Exercise Science and Wellness from Florida Atlantic University in 1990 and Master of Science in Health Sciences from Stafford University in 2003. He was a Health Educator at the Broward County Department of Health from 1999 to 2001. He has been teaching Anatomy and Physiology and Clinical Pathology at Florida College of Natural Health since 2001. Currently, he is teaching Anatomy and Physiology at ATOM.

**Claire Fitch, MS, A.P., (FL Lic. AP#0001706)**

Claire Fitch is an ATOM graduate who holds a Master in OM and Master in Cellular/Molecular Biology (from FAU). She has been a medical laboratory technologist for 30 years. She maintains her own Oriental Medicine practice in Ft. Lauderdale. She is also an adjunct professor at University of Phoenix and Miami Dade Community College. She teaches Lab Tests, Pharmacology, Physics, Introductory Course to Natural Science and Injection Therapy at ATOM.

**Fu, Di, .Ph.D (China), A.P. (FL Lic AP #0000595)**

Di Fu is a Florida-licensed acupuncturist who obtained his medical degree in China and received his Ph.D. in Heilongjiang University of TCM, China in 2008. He has taught in Florida for more than 15 years, and is the Vice-President at the Institute, teaching specialized areas of acupuncture and Chinese herbal medicine. He is also an adjunct professor teaching acupuncture at the University of Miami. He maintains his busy practice in his own clinic in Coral Springs, Florida.

**Dong Hua, MD (China), A. P., MBA (FL Lic AP #0002225)**

Dong Hua received his Medical degree at Shanghai University of Traditional Chinese Medicine, China in 1993. His areas of expertise include TCM Diagnosis, Acupuncture Techniques and Tui NA. He has also been treating patients and supervising students in clinic settings since 1993. In 1997, Dr. Hua developed and implemented the first academic Tui Na program in Tel-Aviv, Israel. He earned a Master's degree in Business Administration (MBA) at Northwestern University in 2002. In addition to his business knowledge, he has a good command of Hebrew. He now teaches basic theory, internal and external medicine of TCM at ATOM.

**Selvon Nanan, MD**, graduated from Rutgers Medical School/RWJ, N.J, in 1978, Dr. Nanan did his Post Graduate Medical Specialty Training at School of Medicine of State University of N.Y. at Stony Brook, 1978 – 1981. He is Board Certified in FM and Fellow of AAFP. He was Medical Director at Brookhaven Memorial Hospital at SUNY, Stony Brook School of Medicine, from 1981 to 85. He served in the capacity of Chief of Family Practice, supervising clinicians and physicians at Cigna Health Clinics in Dade and Broward counties in 1985. He Conducted a Private Practice in Plantation, Florida 1988 – 2008 and was on Staff at Florida Medical Center- South, Westside Regional Medical Center and Plantation General Hospital. At PGH, Dr. Nanan served two terms as Chairman, Department of Family Practice. He received a Physician of Distinction Award, Best Practice-Patient care and Service by Blue Cross/ BlueShield in 2002 – 2003. He teaches Physical Examinations and Pathology courses at ATOM



**Yu Qi, M.D. (China) (FL Lic. AP #0002369)**

Yu Qi received his degree of MD from Liaoning University of Traditional Chinese Medicine (formerly China Liaoning College of Traditional Chinese Medicine) in 1982. He has been practicing and teaching Traditional Chinese Medicine for 30 years. His specialty is TCM neurology, especially stroke. He was invited by one of the Austrian hospitals to teach and instruct to practice Traditional Chinese Medicine in 2002. Here at ATOM he has been practicing and teaching Traditional Chinese Medicine for 8 years and is the ATOM Clinic Director at the moment. In addition, he has published 8 research papers in TCM journals and is the coauthor of 2 books, one of them is entitled Demystified Chinese Herbal Medicine. These books have been used as test books by many schools of Oriental Medicine in the United States.

**Karen Scotti, D.C. (FL Lic. CH 9731)**

Dr. Karen Scotti is a 30 year seasoned Chiropractor and is Chiropractic Board eligible for licensure in Acupuncture. She holds several Post-Graduate degrees including that of Alternative Medicine. In addition to Dr. Scotti's vast clinical experience, she has taught and written in her field for over two decades. She brings her passion and commitment to students empowering their decision to be an Alternative Care Practitioners. Dr. Scotti is truly dedicated to Alternative Practices and strives to elevate her students to be the best in their discipline. She teaches biomedical courses at ATOM.

**Amy J. Sear, A.P., Dipl. C.H., Dipl. O.M. (FL Lic AP #0000844)**

Amy Sear earned a Bachelor degree from Cornell University and completed her Oriental Medicine education from the Acupuncture and Massage College in Miami, FL. She was a Teacher and Clinical Instructor at that College and used to be President of Florida State Oriental Medical Association (FSOMA). She is in private practice at the Breast Cancer Center of Memorial Regional Hospital in Hollywood, FL, and has co-authored an IRB approved Phase I research study utilizing Acupuncture for Hot Flashes in Breast Cancer patients. Amy, a well known teacher of numerous seminars to professionals of Chinese Medicine, teaches Patents and courses in Acupuncture Practice Management at ATOM.

**Yuexian Shi, M.D. (China), A.P. (FL Lic. AP #0002582)**

Yuexian Shi received his Doctor of Medicine degree from Beijing Medical University in 1984. He has had more than 20 years of clinical experience in treating patients. In 1995 he was awarded "China Outstanding Young Nephrologist". He has published dozens of articles in prestigious academic journals. He was licensed by the State of Florida as an Acupuncture Physician in July of 2008 and he teaches Case Management course at ATOM.

**Xin Tong, M.D. (China), A.P. (FL Lic. AP #0003262)**

Xin Tong obtained his medical degrees from Heilongjiang University of TCM, China. He worked as Medical Doctor, TCM Doctor and Acupuncture Physician and taught as professor in China for almost a decade. He is currently working as Clinic Director of the ATOM Intern Clinic.

**Fangming Xu, PhD, MD (PRC), A.P. (FL Lic AP # 3361)**

Fangming Xu obtained his Ph.D majoring in acupuncture at Nanjing University of TCM in 2001. He did postdoctoral program in neurology in Chongqing Medical University from 2004-2006. He has been practicing and teaching acupuncture/TCM and rehabilitation medicine for more than 20 years. He was invited to be an acupuncture /TCM doctor in Switzerland from 2010 to 2011. He was a professor, supervisor and doctor in an acupuncture school in MN, U.S.A. from 2011 to 2013. He teaches acupuncture courses at ATOM and supervises interns at the Intern Clinic.

**Veaceslav Vlas, MD (EU), PhD, AP (FL lic # AP3627)**

Veaceslav Vlas graduated from the State University of Medicine and Pharmacy (USMF) in Moldova, where he received his M.D. degree. In 2001 he moved to China where he spent 10 years studying Oriental medicine and working as a TCM Doctor. He received his Ph.D. in Acupuncture from Nanjing University of Chinese Medicine, China. Dr. Vlas was a Professor and attending physician at Southwest Acupuncture College, American Academy of Acupuncture & OM and the University of East-West Medicine. Dr. Vlas's clinical interest is Integrative Pain Management. Dr. Vlas is a Professor, currently teaching acupuncture and herbal courses at ATOM now.

**Jean-Michel Walker, MS, A.P. (FL Lic. AP #0002312)**

He graduated from the Atlantic Institute of Oriental Medicine in 2000 with honor and was licensed in the same year. He worked as an assistant clinical instructor in the ATOM's intern clinic from 2000 to 2001. From 2001 to 2006 he lived and practiced acupuncture in a private clinic in Acapulco, Mexico and taught Tai Chi and Qi gong at the university level. He returned to Ft. Lauderdale in 2006 and is currently teaching acupuncture and Tui Na courses at ATOM and working as a clinical instructor.

**Dickie Walls, DAOM, A.P. (FL Lic AP # 0001759)**

Dickie Walls AP serves as Outreach Director and Clinical Student Supervisor. He is a graduate of ATOM (Fall 2002) with a Masters of Oriental Medicine and is a Florida licensed Acupuncture Physician. He did post graduate studies at Shanghai University of Traditional Chinese Medicine and Tian Jin University of Traditional Chinese Medicine. He is a candidate in the DAOM program at Atlantic Institute of Oriental Medicine, and is the Student Coordinator for that program. He is a member of FSOMA and on staff with their yearly conventions. He holds a BS in Political Science from the University of Tennessee. He is a licensed pilot and lived in the Cayman Islands for 23 years, where he had an underwater photography business. He currently has a private practice in Delray Beach Florida.

**Allyson Wilson, DAOM, A.P. (FL Lic. AP # 0002984)**

Allyson earned a Master's in Oriental Medicine and Doctor of Acupuncture and Oriental Medicine (DAOM) degree from Atlantic Institute of Oriental Medicine (ATOM). She has been recently appointed as Assistant to the DAOM Director. She treats veterans in ATOM Intern Clinic and teaches acupuncture review course at ATOM. She also has a private practice in Hollywood, FL. Allyson has significant experience treating pain, mental and emotional issues, substance abuse and in practicing auricular acupuncture. As part of her practice she has worked with sports injuries, treated performance anxiety in athletes and students as well as various emotional/mental issues in conjunction with a licensed therapist.

**Peilan Yao, M.D. (China), A.P. (FL Lic AP #0001847)**

Peilan Yao was a physician in charge at Kunming Hospital of TCM for 7 years. With her extensive clinical experience in internal medicine and gynecology, she worked as part-time lecture at Yunnan College of TCM. She had treated nearly 25,000 patients before she came to U.S. in 2002. She is teaching various Chinese herbal courses at ATOM. She is the 7<sup>th</sup> generation offspring and successor of the well-known Yao medical current of TCM in China.

***ATOM Faculty For DAOM Program***

**Johanna C. Yen, MD (China), AP., President.** Dr. Yen previously served on the Florida State Board of Acupuncture and was named Educator of the Year in 2003 by the American Association of Acupuncture & Oriental Medicine. She is a renowned TCM expert in gynecology and obstetrics.

**Di Fu, Ph.D., MD (China), AP., Vice President/DAOM Director.** In addition to his academic roles and responsibilities within ATOM, Doctor Fu Di also serves as an adjunct professor teaching acupuncture at the University of Miami and maintains a private practice.

**Guang (Harry) Hong, Ph.D. (China), DAOM Clinical Director.** Dr. Hong possesses a Ph.D. degree in Biochemistry and Molecular Biology and earned his MD degree in China. He has also conducted medical research and is a recognized expert in immune dysfunctions and energy imbalance disorders, specializing in treating allergies, asthma, autism and autoimmune diseases with energetic therapies such as meridian testing, allergy desensitization, homeopathy, Chinese Medicine and Pulsed Electromagnetic Field therapy.

**Selvon Nanan MD, AAFP.** Dr. Nanan is a licensed physician board certified in family medicine. Since relocating to South Florida in 1985, he has served in many health networks and hospitals and received multiple awards for patient care and services. Besides teaching Master and Doctoral courses and supervising the ATOM Student Clinics, Dr. Nanan also volunteer for the homeless and practices at the Light of the World Clinic in Ft. Lauderdale, Florida.

**Veaceslav Vlas, MD (EU), PhD, AP (FL lic # AP3627)**

Veaceslav Vlas graduated from the State University of Medicine and Pharmacy (USMF) in Moldova, where he received his M.D. degree. In 2001 he moved to China where he spent 10 years studying Oriental medicine and working as a TCM Doctor. He received his Ph.D. in Acupuncture from Nanjing University of Chinese Medicine, China. Dr. Vlas was a Professor at Southwest Acupuncture College, American Academy of Acupuncture & OM and the University of East-West Medicine. Dr. Vlas's clinical interest is Integrative Pain Management. Dr. Vlas is ATOM DAOM Clinic Director.

**VISITING FACULTY**

**Jennifer Brett ND, L.Ac.**

Graduated in 1987 from the National College of Naturopathic Medicine and graduated in 1988 from the Tri-State College of Acupuncture, Dr. Jennifer Brett is the founding director of the University of Bridgeport Acupuncture Institute. She is currently the chair of two Council of Colleges of Acupuncture and Oriental Medicine (CCAOM) Committees (CCAOM Distance Learning Committee and CCAOM Research Committee) and a member of the ACCAHC (Academic Consortium for Complementary and Alternative Health Care) Clinical Working Group.

**Hong Chen MD, PhD. (China), L.Ac.**

Graduated from Guangzhou University of Traditional Chinese Medicine specializing in integrative medicine and dermatology, Dr. Chen has been teaching and practising traditional Chinese medicine since 1991 in both China and the United States. She has over 40 specialized professional publications.

**Yemeng Chen Ph.D. (China), L.Ac.**

President of New York College of Traditional Chinese Medicine, Dr. Chen serves as a commissioner and secretary on the Accreditation Commission of Acupuncture and Oriental Medicine (ACAOM). He has practiced Acupuncture and taught Chinese medicine for over 30 years with more than 40 research papers

and books published

**Yi'e Ding, MD (China).** Dr. Ding is a Professor of Long Hua Hospital attached to Shanghai TCM University and specializes in the treatment of Pulmonary and Geriatric diseases.

**Gao, Shuzhong MD, PhD (China)**

Dr. Shu-Zhong Gao is the Vice President of Shandong University of Traditional Chinese Medicine, China. He is very well known both at home and abroad. Dr. Gao specializes in One Needle Technique from the “Huang Di Nei Jing Ling Shu” (Miraculous Pivot). Dr. Gao is also an eminent researcher in the field of clinical applications of the Umbilical Therapy.

**Linbao Ge, MD (China).** Dr. Ge previously served as Director of the Department of Acupuncture in Shanghai Yue Yang Hospital as well as the Vice President of the Yue Yang Hospital. He currently is the Executive Director of both the Chinese Medical Qigong Association and the Chinese Acupuncture Association. He specializes treatment of diseases of the nervous system, including headaches, facial paralysis, stroke, nerve damage as well as chronic diarrhea and indigestion.

**Jinsen He, PhD. (China).** Dr. He serves as a Professor and dissertation advisor for students attending the Ph.D. program at Shanghai TCM University. He is an expert in the treatment of goiter, infertility and paralysis.

**Meixian Jiang, PhD. MD (China).** Dr. Jiang serves as a Professor and dissertation advisor in Shuguang Hospital, which is an affiliate of Shanghai TCM University. Dr. Jiang specializes in the treatment of cardiovascular diseases.

**Ming Jin, PhD. (China).** Dr. Jin serves as Vice President of the American Association of TCM and is a member of the Board of Directors of the World Federation of Chinese Medical Societies. She has taught TCM in China and accredited Oriental medicine colleges in the US. She is an expert in acupuncture anesthesia, TCM rehabilitation of breast cancer patients following chemotherapy and the treatment of coronary heart disease and infertility.

**Daofang Li, PhD. (China).** Dr. Li previously served as Professor and Vice Director of the Surgical Department of Hong Hua Hospital, affiliated with Shanghai TCM University. He specializes in the treatment of breast cancers.

**Xiaomei Mao, PhD. (China).** Dr. Mao serves as Director of the World Chinese Medicine Yun Qi Association. She is an expert in the clinical application of Yu Qi by means of meridian measurements.

**Daiyi Tang PhD, MD (China).** Dr. Tang received his medical trainings and degrees from Chinese Academy of Medical Sciences in Beijing. After doing his postdoctoral fellowship in the Eastern Virginia Medical School, he has been teaching and practicing in the United States in various TCM Colleges. Dr. Tang teaches doctoral level courses on treating immunological diseases with integrative medicine.

**Haihe Tian MD, PhD (China)**

Dr. Tian got his PhD following a worlds famous TCM expert Dong, Jianhua from Beijing University of Traiditional Chinese Medicine. Since 1997, Dr. Tian has treated over 100 thousand patients and authored 20 books and more than 40 articles in America. He has lectured internationally on more than 300 occasions.

**Chen Wang MD, PhD (China).** Dr. Wang received his medical education and degrees from Shanghai University of Traditional Chinese medicine and is currently the Chief physician in the Nephrology Department of the Affiliated ShuGuang Hospital. Dr. teaches Doctoral level courses on the treatment of various nephropathy with TCM and integrative allopathic medicine.

**Binjiang Wu, PhD. (China).** Dr. Wu is the President of the Ontario TCM College of Canada, where he also serves as a dissertation advisor. He specializes in the treatment of insomnia, preventive medicine, facial paralysis and pain management. He is also an expert in Qigong and Tui Na.

**Lieming Xu, PhD. (China).** Dr. Xu serves as a Professor of Shuguang Hospital affiliated with Shanghai TCM University. He specializes in the treatment of hypertension, cirrhosis, hepatic-fibrosis and other liver diseases.

**Jun Yang, PhD. (China).** Dr. Yang serves as Professor and President of Anhui Hospital, which is affiliated to Anhui TCM University. He also serves as a dissertation advisor to Ph.D. students and as a member of the Standing Committee of the China Association of Acupuncture. Dr. Yang specializes in the treatment of neurologic and kinesiology disorders.

**Wei-Chieh Young MD, PhD, L.Ac.**

Dr. Young received his Doctorate degree in Medicine at Beijing TCM University and Ph.D. in Philosophy at Beijing University, and Ph.D. in Oriental Medicine from Samra University of OM after decades of clinical practices, and learning from master-level doctors. He was the disciple of Dr. Liu Du Zhou and Dr. Zhu Bo-Kun, the world's leading authority in Shang Han Lun and in I-Ching respectively.

**Jian'Er Yu, MD (China).** Graduated from Shanghai University of TCM, Dr. Yu is currently the president of the Pediatric Institute of Traditional Chinese Medicine Academy, as well as the chief pediatrician at Shanghai Municipal Hospital of TCM. Well published in research and clinical journals, Dr. Yu teaches doctoral level courses on TCM Pediatrics.

**Baixiao Zhao, PhD, MD (China).** Dr. Zhao got his medical training from Beijing University of Traditional Chinese Medicine and currently serves as the dean of School of Acupuncture Moxibustion and TuiNa affiliated to the University. He is also serving as the Chairman of the Auricular Acupuncture Committee, China Society of Acupuncture and Moxibustion. Dr. Zhao taught doctoral courses on TCM Internal Medicine and Acupuncture Researches.

**Rongyao Zhou, MD (China).** Dr. Zhou obtained his medical degrees from the Shanghai University of Traditional Chinese Medicine and is currently the Vice Chairman of the Oncology Branch of the TCM Committee in Shanghai. Having over 30 years of clinical and research experience, Dr. Zhou teaches specialized Doctoral level courses on Oncology in ATOM.

# Campus

## *Location*

Located at 100 E. Broward Blvd in central Fort Lauderdale, Florida, the Institute is within walking distance of bus routes, less than a 20 minute drive to the Fort Lauderdale Airport and is easily accessible by private transportation. The Institute is approximately two miles east of Interstate 95. The campus consists of 14,499 sq. ft. of leased space, with 5 classrooms, a large auditorium that also serves as a lecture room, the school clinic with reception and treatment areas and a fully equipped herbal pharmacy, student lounge, library and study areas, conference space and administrative and faculty office areas that provide ample accommodations to meet the needs of the ATOM community.

All ATOM facilities are handicapped accessible and in full compliance with the American Disabilities Act (ADA). There is an ample well-lit city parking for the school.