ATLANTIC INSTITUTE OF ORIENTAL MEDICINE
Traditional Chinese Medicine Program

College Catalogue (Master's Program)
2025 - 2026

Updated April 2025
Catalogue 33

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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 supported 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 AT lantic Institute of O riental M edicine.

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 21st 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

2025		2026
January 1	New Year's Day Holiday	January 1
January 6	WINTER Semester Begins Winter Class Enters	January 5
January 20	Martin Luther King Holiday	January 19
April 18-20	Easter Holiday	April 3-5
April 19	Winter Semester Ends	April 18
April 21-May 3	Spring Break	April 20-May 2
May 5	SPRING Semester Begins Spring Class Enters	May 4
May 26	Memorial Day Holiday	May 25
July 4-5	Independence Day Holiday	July 4
August 16	Spring Semester Ends	August 15
Aug. 18-Sept. 6	Summer Break	Aug. 17-Sept. 6
September 1	Labor Day Holiday	September 7
September 8	FALL Semester Begins Fall Class Enters	September 8
November 27-29	Thanksgiving Holiday	November 26-28
December 20	Fall Semester Ends	December 19
Dec. 22-Jan 4	Winter Break	Dec. 21-Jan 3

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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 rights 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 to 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 that meets both state and national standards for the practice of Acupuncture and Traditional Chinese 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 Acupuncture and Herbal 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. (Please see separate Catalog for the Program)

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); complementary and alternative medicine (CAM)/Oriental Medicine.

Purpose

Atom students will be trained to the highest standard of professionalism and ethics for the practice of acupuncture and Traditional Chinese Medicine (TCM) in the United States.

Educational Goals

In keeping with its mission, ATOM sets forth seven educational goals for Master's program graduates:

1. To practice in a professional and ethical manner.
2. To exercise professional clinical judgement with regards 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 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 and alternative functions of Traditional Chinese 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 Chinese Medicine by participating in professional continuing education as a lifelong learning process.

Program Learning Objectives

In keeping with its mission, purpose and goals, ATOM sets forth the following Program learning objectives for Master's program graduates.

On completion of the Master's program students will be able to:

1. Apply the foundational knowledge of theory, acupuncture, and Chinese herbal medicine to patient care.
2. Accurately diagnose and develop an effective treatment plan for patients based on information from the medical history, intake, and physical examination.
3. Develop appropriate treatment plans based on TCM principles utilizing acupuncture, Herbal medicine, lifestyle counseling, nutritional counseling, and adjunct modalities.
4. Use critical thinking and professional judgement to appropriately manage a case with ongoing patient care.
5. Demonstrate professional judgement, cultural sensitivity and compassion while delivering high quality patient care.
6. Demonstrate the ability to follow Universal Precautions and CNT to establish a safe clinical environment and practice.
7. Effectively communicate and collaborate with other health care professionals demonstrating an understanding of western biomedical terminology, pathophysiology, and treatment strategies
8. Demonstrate preparedness to establish and maintain a successful clinical practice and participate in a variety of clinical settings.
9. Demonstrate the use of electronic health records and compliance with confidentiality and HIPAA.
10. Honor ethical standards in all interactions with patients and healthcare professionals.
11. Evaluate published research to inform clinical practice and an understanding of public health.
12. Respond appropriately to medical emergencies and make informed and appropriate referrals.
13. Demonstrate the capacity to engage in regular self-assessment and lifelong learning to achieve continuous professional growth.

The educational goals and program learning objectives are consistent with the Institute's Mission. Program curricula, clinical training and resources are dedicated to achievement of these goals and program learning objectives. The Institute measures the accomplishment of these goals and program learning 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 goals and program learning 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 for 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. 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 & Herbal Medicine (ACAHM) in May 1999, and has consistently maintained its accredited status since that date. ATOM's accreditation status was most recently renewed by ACAHM for a seven-year period in September 2023. 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.

Students completing the ATOM Master's program are eligible to take the all NCCAOM Board exams and the California Board Exams to qualify for licensure in all states.

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 110 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 Acupuncture and Herbal 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

Atlantic Institute of Oriental Medicine and its following programs are accredited by the Accreditation Commission for Acupuncture and Herbal Medicine (ACAHM):

(1) Master of Acupuncture and Herbal Medicine
(2) Doctor of Acupuncture and Oriental Medicine

Temporary federal flexibilities with respect to institution eligibility for distance education related to the COVID-19 national emergency expired on 7 October 2023. The programs listed above are not accredited by ACAHM to offer courses via distance education beyond 7 October 2023.

ACAHM does not accredit any programs at the undergraduate/bachelor level.

Accreditation status and notes may be viewed on the ACAHM Directory.
ACAHM is recognized by the United States Department of Education as the specialized accreditation agency for institutions/programs preparing acupuncture practitioners.
ACAHM is located at 500 Lake Street, Suite 204, Excelsior, Minnesota 55331; phone 952/212-2434; https://acahm.org
Public Disclosure Statement Effective as of 12 February 2025.

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 Herbal Medicine (ACAHM) Master's

level program in Acupuncture and Herbal medicine with a minimum of 2700 hours of supervised instruction.

National Certification (NCCAOM)

All graduates of the Masters of Acupuncture and Herbal Medicine program are eligible to take the certification exams in Acupuncture, Chinese Herbology, Traditional Chinese Medicine and Bio-Medicine administered 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:
2025 M Street NW, Suite 800, Washington DC, 20036. Telephone: (888) 381-1140 (toll-free number) (202) 381-1140 (direct phone number), Fax: (202) 381-1141. Website: 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 based on 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, Assistant Admissions Director at 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 official 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 has been in effect since 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 meet the requirements of one of the accepted tests of English language competency listed in the table below. All international applicants must meet the requirement of one of the accepted tests of English language

competency listed in the table below.

Assessment Tool	Assessment Tool Acceptable Score
Test of English as a Foreign Language Internet-Based Test (TOEFL® iBT)	Total: 61
International English Language Testing System (IELTS),	Academic Format Overall band: 6
Duolingo English Test	90
China Standard of English Language (CSE)	CSE 6
Cambridge First Certificate in English (FCE)	C
Cambridge English Advanced (CAE)	C
Common European Framework Reference (CEFR)	B2
B2 Occupational English Test (OET)	250
C Pearson Test of English (PTE)	Academic Overall: 4

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 of Acupuncture and Herbal 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

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) colleges 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 for a total of 19 (semester) credits.

From time to time a student meets the 60 college credits 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 and the required three Psychology credits before *Bachelor of Health Science or a Master of Acupuncture and Herbal 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 of Health Science or a Master of Acupuncture and Herbal Medicine*. All deficiencies must be completed no later than the end of the second academic year of the program. Upon such successful completion of all requirements, the student will be placed in Regular Student Status.

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 (linked to Populi)
2. $30 non-refundable application fee.
3. Photo Identification (valid Driver's License or current Passport) and a Social Security Card (Photocopied for file).
4. Signed Social Security Card
5. 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.)
6. A professional resume.
7. One-page essay describing reasons for pursuing this program and plans for financing three years of study.
8. Two letters of reference sent directly to the Institute from individuals outside the applicant's family. (**letters must include a handwritten signature**). These may be uploaded directly to the application form.
9. International students must possess a VISA permitting study in the U.S. for at least the 3-year period required to complete the program.
10. See additional admissions requirements for International Students, below.

Admissions for International Students

The Institute accepts international students and is approved under the United States Department of Homeland Security to enroll nonimmigrant alien students (INS school code MIA214F01394000) into the Masters of Acupuncture and Herbal 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 the 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$ 50,000 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. (NACES) www.naces.org 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. This evaluation needs to be a course-by-course description for educational purposes. The report of the foreign credentials evaluation service shall be filed with the applicant's admissions application materials. This should be sent directly to the Admissions office in a sealed envelope.

   Or any other member on the NACES list: National Association of Credential Evaluation Services (NACES)

4. A $40 nonrefundable application fee must be paid at the time of application.

5. All I-20 international students are required to enroll full–time 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.

California Licensure

Please note ATOM is one of the approved schools by the California Board of Acupuncture. The completion of the entire Master's degree curriculum qualifies a student to sit for the California Acupuncture Licensing Examination (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 to be granted credit.

Master's Program transfer students must take a minimum of 50% of the Masters curriculum at ATOM to be eligible for ATOM's Master's degree. Therefore, no more than 50% of ATOM's required curriculum can be considered transfer credit and accepted toward completion of Master's program requirements. Of that 50% no more than 25% of the program clinical training requirements may be accepted as transfer credit.

Please Note: Transferability of ATOM Master's 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.

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 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:

Master's Program*:* One Semester Credit = 15 hours of classroom study or
30 hours of clinic internship.

ATOM's Master's program is composed of 3267 hours; 2257 didactic hours and 1005 clinical hours for a total of 186.47 Semester 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.

Numerical Grade		*Letter Grade*	*Points*	*Other Grading Indications*	
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

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 semester. 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.

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 he/she has 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 end of the term in which the course was attempted in which the "I" was given 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 must be successfully completed by the student within one calendar year to remain in the program. A failed course is a course in which a student received a "D" or "F". 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 by 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 the 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, and case studies including diagnosis and treatment plans. Students must achieve a passing grade on the practical and written components 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 and biomedicine. Students must complete the written and practical components with passing grades 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 to graduate from the Institute.

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 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). 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, she/he is responsible for making up all classwork 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 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 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. The Dean may then attempt to resolve the grievance through meetings with the student and the other individual(s) involved. If the situation remains unresolved to the student's satisfaction, the student may submit a request in writing to the Academic Dean 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 ACAHM 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 Herbal Medicine (ACAHM), the accrediting body for schools of acupuncture and Herbal medicine or the Florida State Commission for Independent Education:

Accreditation Commission for Acupuncture and Herbal Medicine
500 Lake Street, Suite 204
Excelsior, MN 55331.
Telephone: 952-212-2434.
https://acahm.org/directory-menu/directory
https://acahm.org

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 an "F" ("Failing") 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:

Course Meetings (per term)	**Allowed Absences (per term)**
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. 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.

Requirements for Graduation

Master's Program: Upon completion of all Master's program requirements, the student is awarded a Master's Degree of Acupuncture and Herbal Medicine. The Bachelor's Degree is not conferred until all Master's program requirements are completed. The Master's Degree of Acupuncture and Herbal Medicine is 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 all intern hours and internship patient requirements.
4. Completion of CCAHM CNT certification
4. All library books and materials are returned.
5. Fulfillment of all financial obligations to ATOM.
6. Exit interviews are completed.

Financial Information

Enrollment Agreement

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

Schedule of Fees

One-time fees:	
Application Fee (MA Program) – US Residents	**$30.00**
Application Fee – International Students	**$40.00**
Registration Fee (Due upon Enrollment)	**$120.00**
Tuition* ..... (Master's Program)	**$63,000.00**
Per Year:	
3 Year Accelerated Track (per year)	**$21,000.00**
4 Year Track (per year)	**$15,750.00**
Part-time (per credit hour)	**$350.00**
Malpractice Insurance	**$225.00**
Books per year (approximately)	**$500.00**

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

***ATOM charges tuition by semester block for the 3 year and 4 year full-time tracks.* Per CIE disclosure requirement: tuition is not charged by credit hours in the 3 accelerated or 4 year tracks. Part-time students pay by credit hour.**

Supplemental Fees

Re-Examination/Make-up Mid-Term or Final Test Fee (Note: must be prepaid)	**$50.00**
Challenge Exam Fee	**$75.00**
Late Tuition Payment Fee	**($25 plus 2% each month on overdue balance)**
Graduation Fee	**$300.00**
Technology Fee per semester	**$120.00**
Course Mapping Fee for 4-year track and Part-time per semester	**$ 35.00**
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 either the Master's or DAOM program and financial aid loan through private lending institutions is also offered for eligible students. ATOM has also been approved for Veteran training. Please contact the ATOM Student Financial Aid Office for more information.

ATOM offers Master's degree and doctoral degree programs. For students to be eligible for graduate or professional level Direct Loans the student must meet the following conditions:
• Cannot be receiving Title IV aid as an undergraduate student for the same period of enrollment
• Is enrolled in a program above the baccalaureate level or is enrolled in a program leading to a professional degree
• Has completed the equivalent of at least three years of full-time undergraduate study

Although ATOM accepts students who have earned at least 60 semester credits or 90 quarter credits prior to acceptance to the master's program, funding from Federal Direct loans will not be available until the student has earned 90 semester credits.
For these students, alternate funding may be available to them for the first and/or second semester depending on number of credits required for them to reach graduate level.
Undergraduate students are required to obtain and secure their own funding until they have met the above listed requirements for graduate level funding.

VA Benefits

Pursuant to Section 103 of the Veterans Benefits and Transition Act of 2018, subsection (e), effective August 1, 2019, ATOM adopts the following additional financial aid policy for those students using U.S. Department of Veterans Affairs (VA) Post 9/11 G.I. Bill® (Ch. 33) or Vocational Rehabilitation & Employment (Ch. 31) benefits while the payment to the Atlantic Institute is pending from the VA. While payment is pending from the VA, ATOM will not:

- Prevent the student's enrollment.
- Assess a late penalty fee to the student.

- Require the student to secure alternative or additional funding.
- Deny the student access to any resources (access to classes, libraries, or other institutional facilities) available to other students who have satisfied their tuition and fee bills to the institution.

To qualify for this provision, such students may be required to:

- Produce the VA Certificate of Eligibility (COE) by the first day of class.
- Provide a written request to be certified.
- Provide additional information needed to properly certify the enrollment as described in other institutional policies.

All applicants to ATOM should contact or make an appointment to see the Financial Aid Department to apply for aid or develop a tuition payment plan.

Return of Title IV Funds

When a student officially withdraws from the Master's program prior to completing 60 percent of the Term without having "earned" all their federal financial aid, 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 for paying 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 she/he intends to withdraw from the program. Withdrawal will not become effective until the Academic Dean 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 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.

Any student who fails to attend classes or clinic for 14 calendar days without prior written notice to ATOM is considered to have withdrawn from the program.

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 <u>in writing</u> directly to 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, except for the application processing fee.
4. Withdrawal following the initiation of courses, but prior to fourteen (14) days after course has begun, will result in a refund of all monies paid, except for the application processing fee.
5. Withdrawal after fourteen (14) days following the initiation of Master's courses but prior to completion of 60% of the semester will result in a pro rata refund computed on the student's completed attendance within the term.
6. No refund shall be provided following completion of 60% of the term.
7. Withdrawal Date: The termination date for refund-computation purposes is the date the written notice of withdrawal is received by the Academic Dean. **In cases where written notice is not provided, the withdrawal date will be the last date of attendance by the student (LDA)/ Or as determined by ATOM administration.**
8. Refunds will be made within 30 days of receipt by the Academic Dean of a written Request for Withdrawal.
9. A student can be dismissed by ATOM for insufficient progress, non-payment of tuition/fees, or failure to comply with school rules and policies.
10. 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 possible.

Traditional Chinese Medicine/Oriental Medicine Programs

The Master's of Acupuncture and Herbal Medicine Program:

Master's Program Length and Requirements

The Master's program curriculum is offered on a semester 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 as Foundational (F) all courses that have the identical requirements for both the Bachelor and Master's degrees.

The courses in the curriculum are presented over a three-year accelerated time 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.

The curriculum is also offered in a full-time 4-year time span. The minimum time to complete the full program is 4 calendar years (48 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 Traditional Chinese 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

herbal 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 (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)
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)

Course numbering indicates progression and sequencing of learning outcomes for courses in each of the general subject areas.

Clock to Credit Hour Conversion

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

Acupuncture, TCM & Related Topics

Course Name & Number (15 hours per Credit Hour)	**Year**	**Hours**	**Cr Hrs**
A .401 Basic Theories of TCM	**1**	**60**	**4 (B)**
A.402 Concepts of Meridians & Collaterals	**1**	**15**	**1 (B)**
A.403 History of Chinese 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	**1**	**60**	**4 (B)**
A.431 (a)(b) TCM Research	**1,2**	**60**	**4 (M)**
A.450 Chinese Language of TCM	**1**	**60**	**4 (B)**
A.460 TCM Exercise Therapies: Tai Chi & Qi Gong	**1**	**45**	**3 (B)**
A.462 Manual Therapies: Tuina	**1**	**30**	**2 (M)**
A.480 First Year Comprehensive Exam	**1**	**4**	**.26 (B)**
A.501 Internal Diseases of TCM I	**2**	**60**	**4 (M)**
A.502 Internal Diseases of TCM II	**3**	**30**	**2 (M)**
A.503 External Diseases of TCM	**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 Microsystems of TCM	**3**	**45**	**3(M)**
A.520 Acupuncture & Moxibustion Techniques	**1**	**15**	**1 (M)**
A.540 Adv. Acupuncture: Neijing	**2**	**30**	**2 (M)**
A.551 Adjunctive Therapies I: Japanese Acupuncture	**3**	**15**	**1 (M)**
A.552 Adjunctive Therapies II: Acupuncture 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 & Insurance	**2**	**20**	**1.33 (M)**
A.562 Practice Management III: Counseling & Patient Communication	**2**	**20**	**1.33 (M)**
A.563 Practice Management IV: Laws and Rules	**2**	**20**	**1.34 (M)**
A.564 Practice Management V: Integrative Practice & EHR	**1**	**15**	**1 (M)**
A571 General Acupuncture Therapeutics	**2**	**45**	**3 (M)**
A.580 Second Year Comprehensive Exam	**2**	**4**	**0.26 (M)**
A.581 Third Year Comprehensive Exam	**3**	**4**	**0.26 (M)**
A.590 (a) (b) Case Management	**3**	**90**	**6 (M)**
A595 (a) (b) NCCAOM Board Review: Herbology and Biomedicine	**3**	**30**	**2(M)**
Total Acupuncture Hours		**1227**	**80.78**

Biomedical Western Sciences & Related Topics

Course Name & Number (15 hours per Credit Hour)	**Year**	**Hours**	**Cr Hrs**
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 (Chemistry, 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**	**15**	**1 (B)**
B.432 Physics	**2**	**15**	**1 (B)**
B.440 Medical Hygiene & Universal Precautions (HIV/AIDS)	**1**	**15**	**1 (B)**
B.441 CPR & First Aid	**1**	**10**	**0.67 (B)**
B.451 (a)(b) Physical Exam and Western Diagnosis (include Lab test and Imaging) I, II	**2**	**120**	**8 (M)**
B.452 (a)(b) Biomedical Pharmacology & Nutrition I, II	**2,3**	**60**	**4 (M)**
B.452 (c) Applied Pharmacology	**3**	**30**	**2(M)**
B.453 Biomedical Modalities & Referral Resources	**2**	**15**	**1 (M)**
Total Biomedical Sciences Hours		**550**	**37.67**

Herbal Therapy & Related Topics

Course Name & Number (15 hours per Credit Hour)	**Year**	**Hours**	**Cr Hrs**
H.401 Introduction to TCM Herbology	**1**	**15**	**1 (B)**
H.411 Individual Herbs I	**1**	**45**	**3 (B)**
H.412 Individual Herbs II	**2**	**60**	**4 (B)**
H.413 Individual Herb III	**2**	**45**	**3(B)**
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**	**45**	**2 (M)**
H521 Adv. Course of Herbs & Formulas – Shang Han Lun	**3**	**45**	**3 (M)**
H.531 (a) Adv. Course of Herbs & Formulas – Jin Gui	**3**	**30**	**2 (M)**
H.531 (b) Adv. Course of Herbs & Formulas – Wen Bing	**3**	**30**	**2(M)**
H.532 Adv. Course of Herbs & Formulas – Patents	**3**	**30**	**2 (M)**
H.541 Food Therapy of TCM	**3**	**30**	**2 (M)**
Total Herbology Hours		**510**	**34**

Clinical Practicum

Course Name & Number (30 hours per Credit Hour)	**Year**	**Hours**	**Cr Hrs**
C.401 Clinic: Observation	**1**	**60**	**2(B)**
C.402 Clinic: Observation	**1**	**60**	**2(B)**
C.403 Clinic: Observation	**1**	**60**	**2(B)**
C.410 Clinic: Self-Needling	**1**	**45**	**1.5(M)**
C.501 Clinic: Practice Under Supervision	**2**	**120**	**4(M)**
C.502 Clinic: Practice Under Supervision	**2**	**120**	**4(M)**
C.503 Clinic: Practice Under Supervision/Herb Recognition	**2**	**120**	**4 (M)**
C.511 Clinic: Acupuncture Intern/Herb Preparation	**2**	**120**	**4 (M)**
C.512 Clinic: Acupuncture Intern/Herb Preparation	**3**	**120**	**4 (M)**
C513 Clinic: Acupuncture and Herbology Intern	**3**	**135**	**4.50(M)**
Total Clinical Hours		**960**	**32**

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

Three Year Accelerated Option

ATOM offers the 4 Year Master of Acupuncture and Herbal Medicine Degree in an accelerated 3 Year format.

The 3-year curriculum is set in cohorts which maintain the same schedule throughout the course of the three years – taking classes in a set and progressive order resulting in completion of the entire curriculum in 36 months. To complete this course of study students must be full-time and enrolled in 18-22 hour credits each semester.

In the 3-year format students will be on campus and in classes and/or clinic for 24 hours every week. This is an intensive and challenging approach that allows students to complete the degree and qualify to take the National Boards and apply for licensure sooner. A stable schedule allows those who need to be able to plan ahead to know their schedule to accommodate life responsibilities and work routines.

Students will be enrolled with their cohort each semester in a preset class and clinic schedule. Student enrollment and progress is closely monitored to assure that students are meeting the necessary requirement to complete the program in 3 years.

For students that find balancing school, work and home life too challenging there is an option to select the 4-year schedule providing that the student can adopt a schedule that will change from semester to semester. Students in the Three Year Accelerated Program have the option to convert to the Four Year Option on or before the end of their end of their first year. Students may only make one change during their time at ATOM. Students are not permitted to change back and forth between options.

It is also possible to change to a part-time student should issues arise that cause the student to need to slow down and take even less classes over an extended period of time. Again, this change can only be made once.

First Year		First Year		First Year	
First Semester		**Second Semester**		**Third Semester**	
A401 Basic Theories of TCM	4	A412 Meridians, Collaterals & Points II	4	A413 Meridians, Collaterals & Points III	4
A402 Concepts of Meridian & Collaterals	1	A421 Diagnostic Methods of TCM	3	A423 Differentiation of Syndromes of TCM	4
A403 History of Oriental Medicine	1	A422 Etiology & Pathogenesis of TCM	1	A564 Practice Management: Integrative Practice, EHR	1
A411 Meridians, Collaterals & Points I	3	A431(a) Acupuncture Research	2	B403 Western Anatomy & Physiology III	1
A450 Chinese Language of TCM	4	A462 Manual Therapies (Tuina)	2	B420(a) Intro to Natural Science: Chemistry	1.33
A460 TCM Exercises Therapies: Tai Chi, Qi Gong	3	A520 Acupuncture & Moxibustions Techniques	1	B420(b) Intro to Natural Science: Biology	1.33
B401 Western Anatomy & Physiology I	3	B402 Western Anatomy & Physiology II	4	B420(C) Intro to Natural Science: Microbiology	1.34
B440 Medical Hygiene & Universal Precautions (CNT, HIV/AIDS	1	C402 Clinic Observation II	2	B431 Western Medical Terminology	1
C401 Clinic: Observation I	2	C410 Self-Needling	3	B441 CPR & First Aid	0.67
				H.401 Intro to Herbology	1
				H411 Individual Herbs I	3
				C403 Clinic: Observation III	2
				A480 First Year Comprehensive Exam	0.26
Credit Hours	**22**		**22**		**21.93**

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.

Second Year		Second Year		Second Year	
First Semester		**Second Semester**		**Third Semester**	
A540 Adv. Acupuncture: Neijing	2	A431(b) Acupuncture Research	2	A501 Internal Disease of TCM I	4
A560 Practice Management I: Ethics & Health Management	2	B422 Western Pathology II	2	A561 Practice Management II: Acup Off Mgt, PR & Insurance	1.33
B421 Western pathology I	4	B432 Physics	1	A562 Practice Management III: Counselling & Patient Communication	1.33
B451 (a) Physical Examination and Western Diagnosis I	4	B451(b) Physical Examination and Western Diagnosis II	3	A563 Practice Management IV: Florida Laws and Rules	1.34
H412 Individual Herbs II	4	B451(C) Lab Tests and Medical Imaging	1	A571 General Acupuncture Therapeutics	4
C501 Clinic: Practice Under Supervision	4	B452(a) Biomedical Pharmacology I	2	H.501 Herbal Formulas I	4
		B453 Biomedical Modalities & Referral Resources	1	C503 Clinic: Practice Under Supervision/Herb Recognition	4
		H413 Individual Herbs III	3	A 580 Second Year Comprehensive Exam	0.26
		H501 Introduction to Herbal Formulas	1		
		C502 Clinic: Practice Under Supervision	4		
Credit Hours	**20**		**20**		**20.3**

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.

Third Year		Third Year		Third Year	
First Semester		**Second Semester**		**Third Semester**	
A502 Internal Diseases of TCM II	2	A595 NCCAOM Board Review: Acupuncture	1	A511 Gynecology of TCM	2
A503 External Diseases of TCM	2	A552 Adjunctive Therapies III: Acupoint Injection Therapy	4	A513 Dermatology of TCM	2
A510 Ear, Nose & Throat of TCM	1	A590(a) Case Management	4	B452(c) Biomedical Pharmacology II	2
A512 Pediatrics of TCM	1	H513 Herbal Formulas III	3	A590(b) Case Management II	2
A514 Microsystems	2	H531 Advance Course of Herbs & Formulas: Jin Gui/Wen Bing	2	A595 NCCAOM Board Review: Herbs & Biomedicine	2
H512 Herbal Formulas II	4	H532 Advance Course of Herbs & Formulas: Patents	2	B452(b) Biomedical Pharmacology & Nutrition	2
H521 Adv. Herb & Formula Course: Shang Han Lun	3	C512 Clinic: Acupuncture Intern/Herbal Preparation	4	H541 Food Therapy	2
C511 Clinic: Acupuncture Intern/Herbal Preparation	4			C513 Clinic: Acupuncture and Herbal Intern	4.5
				A581 Third Year Comprehensive Exam	0.26
Credit Hours	**19**		**20**		**18.76**

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.

Four Year Option:

Students opting to complete the Master's degree in 4 years must take 14-16 credit hours over 12 semesters to complete the program. Students must maintain a full-time status. Courses will be selected from the existing 3 Year accelerated schedule with all courses being offered each semester. This offers the student a limited opportunity to choose classes and select courses in a less rigid and less rigorous way to facilitate completing the required curriculum with some adjustment for schedule and intensity of study.

The 4-year Master's program is structured based on requirements necessary for the progressive levels of Clinical Internship. Students must complete all necessary courses required to qualify for each progressive level of Clinical Internship.

In planning a course of study over the 4-year curriculum students should be careful to select courses in such a way that they are qualified to start their Clinical Internship no later than the end of their 2nd year (6th semester). Delaying the start of clinic to this point will require two 4-hour clinic shifts for each of the remaining semester and allow for only 12 hours of didactic classes in each of those semesters. It is possible to begin Clinical Internship in the 2nd semester of the First Year (Semester 4). This allows for there to be some semesters will only one 4-hour clinical shift **and** 12-14 hours of didactic study which might be of value in semesters that also include a Comprehensive Level Exam.

There is no advantage to taking more courses earlier in the study as ATOM charges tuition by semester and completing early will not reduce the cost of tuition. The 4-year plan is designed for students who benefit from a slightly relaxed pace and less intensity to match personal study style, life responsibilities or work responsibilities.

A student enrolled in the 4-year Masters track has an option of converting to the 3-year accelerated track on or before the end of their 1st year. The student should be aware that because they have been taking less classes there will be additional classes added to some semesters to catch up to the curriculum and be on track to graduate in a shorter period of time. This can be a challenge in an already intense curriculum. Students may only change once during their enrollment at ATOM.

Students who find due to outside issues that they need to slow down and complete their course of study over an extended period of time may opt for Part-Time status. This option can only be chosen once. Students are not permitted to change from one option to another multiple times.

Student progress and course enrollment will be closely monitored to assure that students are meeting the necessary requirements to complete the program in 4 years. Students following this track will need flexibility in their schedules. While all courses are offered in the 3- year track every semester, the scheduled time for the courses varies from cohort to cohort and there is no guarantee that courses will be available at the student's preferred time. This may be especially true in the second half of the course of study as the number of courses still needed reduces and schedules are limited. ATOM is a small school and does not offer multiple versions of the same course in any semester.

Courses Required prior to entering Intern Clinic C501/502	CREDIT Hrs.	Courses Required prior to entering Intern Clinic C503/C511	CREDIT Hrs	Courses required prior to entering Intern Clinic C512/C513	CREDIT Hr	Courses required to be taken in the fourth year	CREDIT Hrs	Courses Required to complete program that can be taken at any time based on pre-requisites	CREDIT Hr
A401 Basic Theories of TCM	4	A571 General Therapeutics	4	A501 Internal Diseases of TCM I	4	A590(a) Case Management I	4	A403 History of Chinese Medicine	1
A402 Concepts of Meridians & Collaterals	1	B421 Western Pathology I	4	A502 Internal Diseases of TCM	2	A590(b) Case Management II	2	A431(a)(b) Acupuncture Research	4
A411 Meridians, Collaterals & Points 1	3	B422 Western Pathology II	2	A503 External Diseases of TCM	2	A581 Third Year Comprehensive	0.26	A460 TCM Exercise Therapies: Tai Chi, Qi Gong	3
A412 Meridians, Collaterals & Points II	4	B451(a) Physical Exam and Western Diagnosis I	4	A510 Ear, Nose & Throat of TCM	1	A595 Herbal Board Review	2	A.462 Manual Therapies (Tui Na)	3
A413 Meridians, Collaterals & Points III	4	B451 (b) Physical Exam and Western Diagnosis II	3	A511 Gynecology of TCM	2	C512 Clinic Acupuncture Intern/Herbal Preparation	4	A560 Practice Management I: Ethics & Health Management	2
A421 Diagnostic Methods of TCM	3	B451(c) Labs Tests and Medical Imaging	1	A540 Adv. Acupuncture : Neijing	2	C513 Clinic: Acupuncture and Herbology Intern	4	A512 Pediatrics of TCM	1
A422 Etiology & Pathogenesis of TCM	1	B452 Pharmacology	2	H501 Intro to Herbal Formulas	1			A513 Dermatology of TCM	2
A423 Differentiation of Syndromes of TCM	4	H401 Intro to Herbology	1	H511 Formulas I	4			A514 Microsystems	2
A450 Chinese Language of TCM	4	H411 Individual Herbs I	2	H512 Formulas II	4			B452(b) Applied Pharmacology	2
A480 First Year Comprehensive Exam	0.26	H412 Individual Herbs II	4	H513 Formulas III	3			A551 Adjunctive Therapies: Japanese Acupuncture	1
A520 Acupuncture & Moxibustion Techniques	1	H413 Individual Herbs III	3	H521 Shang Han Lun	3			A522 Adjunctive Therapies: Injection Therapy	4

A564 Practice Management: Integrative Practice & EHR	2	C501 Clinic: Practice Under Supervision	4	H531 Jin Gui/Wen Bing	2			A561 Practice Management II: Acupuncture Office Management, PR & Insurance	1.3
B401 Western Anatomy & Physiology I	3	C502 Clinic: Practice Under Supervision	4	H532 Patents	2			A562 Practice Management III: Counseling & Patient Communication	1.3
B402 Western Anatomy & Physiology II	4	A580 Second Year Comprehensive Exam (Prior to C511)	.26	C503 Clinic Practice Under Supervision/ Herb Recognition	4			A563 Practice Management IV: FL Laws and Rules	1.3
B403 Western Anatomy & Physiology III	1			C511 Clinic Practice Under Supervision/ Herb Preparation	4			B420(a) Naturals Sciences: Chemistry	1.3
B431 Western Medical Terminology	1							B420(b) Natural Sciences: Biology	1.3
B440 Medical Hygiene & Universal Precautions	1							B420(C) Natural Sciences: Microbiology	1.3
B441 CPR & First Aid	0.67							B432 Physics	1
C401 Clinic Observation I	2							B452 Western Nutrition	2
C402 Clinic Observation II	2							B453 Biomedical Modalities & Referral Resources (Red Flags)	1
C403 Clinic Observation III	2							H541 Food Therapy	2
C410 Self-Needling	3								
Credit Hours	**50.9**		**42.3**		**36**		**16.26**		**38**

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.

Part-Time Status

Students who need to study over an extended period of time to accommodate family, work or other issues may opt to attend Part-Time. This requires that the student attend 6-11 credit hours per semester with an average of 7.5 credit hours per semester in order to complete the required course of study in 6-8 years (18-24 semesters). Students enrolling as part-time may not convert to the 3 year accelerate track or the 4 year track after their first semester of study.

Part-Time students will follow the same pattern of choosing classes as the students in the 4 year track. Courses will be selected from the existing 3 Year accelerated schedule with all courses being offered each semester. This offers the student a limited opportunity to choose classes and select courses in a less rigid and less rigorous way to facilitate completing the required curriculum with some adjustment for schedule and intensity of study.

The part-time option is structured based on requirements necessary for the progressive levels of Clinical Internship. Students must complete all necessary courses required to qualify for each progressive level of Clinical Internship.

Careful planning is necessary to keep the progression of courses and clinic in line with the requirements, and expected competencies at each level of clinic.

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 Fluids and the relationships between them.

Instructor: Fu, Hua, Clark

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: Wilson, Nieves, Nobil**

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: Walker, Clark

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 Tiayin and Yangming Channels are studied as well as the function and indication of all points in the channels and their Chinese names.

Instructors: Wilson, Nieves, Nobil, Walker

A.412 Meridians, Collaterals & Points II 60/4

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

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: Wilson, Nieves, Nobil, Walker

A.413 Meridians, Collaterals & Points III 60/4

Pre-Requisites: A.402 Concepts of Meridians & Collaterals

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: Wilson, Nieves, Nobil, 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, Clark, Nieves, Walker

A.422 Etiology & Pathogenesis of TCM 15/1

Pre-Requisites: A.401 Basic theory of TCM; A.402 Concepts of Meridians & Collaterals

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, Clark, Nieves, Walker

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

A431 Acupuncture Research (a)(b) 60/4

In the first section 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. Knowledge of academic peer review process is conducted. In the second section focuses on the use of Research in Evidence-based Practice.

Instructors: Rezevski, Wilson

A.450 Chinese Language of TCM 60/4

The Course introduces students to basic Chinese Language and characters based on the terminology of Traditional Chinese Medicine and the Classics.

Instructors: Yu Wen Lu

A.460 Tai Chi & Qi Gong 30/2

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: Walker

A.462 Manual Therapies Tui Na 30/2

Pre-Requisites: A.402 Concepts of Meridians & Collaterals

This course lets the students learn and practice the manipulation methods, the techniques to treat certain diseases, and special Tui Na for babies. This course will completely wield knowledge and techniques of Tui Na, acupressure, and related devise for manual therapy.

Instructors: Hua, Nieves, Hamid

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 Western and TCM 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: Hua, Fu, Clark, Wilson

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

Students will study the Western and TCM 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: Hua, Fu, Clark, Wilson

A.503a External Diseases of TCM 30/2

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: Hua, Nieves, Walker, Wilson

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, Eye, Nose and Throat in TCM, including their etiology, pathogenesis, examination, evaluation, diagnosis, differentiation, and treatment.

Instructors: Fu, Clark, Cacolici, Lu, Nieves

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: Fu, Clark, Bishop

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: Silingauskas, Lu, Nieves

A.513 Dermatology of TCM 30/2

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: Fu, Lu

A.514 Microsystems of TCM 45/3

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 microsystems including auricular acupuncture, scalp acupuncture. Location, action, and indications as well as manipulations techniques.

Instructors: Bishop, Silingauskas

A.520 Acupuncture & Moxibustion Technique 15/1

Pre-Requisites: A.402 Concepts of Meridians & Collaterals

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

Instructors: Clark, Walker

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: Fu, Clark, Dong

A.551 Adjunctive Therapies II: 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 III: 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, Cacolici**

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. Awareness of at-risk populations, including gender, age, indigent, and disease specific patients will be addressed. Peer review will be instructed.

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. It also includes case management for injured workers and socialized medicine patients, including a knowledge of workers compensation/labor codes and procedures and qualified medical evaluations; coding procedures for current procedural codes, including CPT and ICD-9 diagnoses; medical-legal report writing, expert medical testimony, and independent medical review. This course also trains the ability to practice in interdisciplinary medical settings including hospitals. Peer review will be instructed.

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**.** Business written communication is taught. Peer review will be instructed. **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: Sear

A.564 Acupuncture Practice Management V: Integrative Practice, EH 30/2

This course covers a broad spectrum of the knowledge and competency of working in Integrative settings, as well as how to work and communicate with patients and practitioners in the entire health care system. It provides key definitions and disciplines across the health care system. Major topics include communication, electronic medical records, teamwork with other health care practitioners and disciplines, knowledge of healthcare disparities, knowledge of healthcare organization culture and structure, and ability for acupuncture and acupuncturists to integrate into and fully work with all other

parts of health care across the country. Specifics of proper medical records, including in electronic format, will be covered including the necessity for narrative style, as well as the major topics that must be included and why.

Instructors: Sear

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 acupuncture point combination.

Instructors: Silingauskas

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(a)(b) Case Management
90/6

Students will further learn 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), a clinical science review and a survey of the clinical practice of medicine. Follow-up care, final review, and functional outcome measurements, prognosis and future medical care will be addressed. Medical-legal report writing, expert medical testimony, and independent medical review are also conducted.

Instructors: Clark, Goren

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

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 to 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

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

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: Allen, Dunn

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, instruction in public and community health and prevention, Communicable disease, public health alerts, and epidemiology and the theory and practice of CNT and Acupuncture Treatment. Office hygiene, OSHA regulations, equipment maintenance and safety 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: CPR & First Aid Trainers

B.451 Physical Examination and Western Diagnosis 120/8

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

This course will teach the student the basics of Western medicine's examination methods and diagnosis of common diseases listed in WHO ICD-9. Standard physical examination and assessment, including Neuro-musculoskeletal, orthopedic, neurological, abdominal, and ear, eye, nose and throat

examinations, and functional assessment will be conducted. 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 reference materials like the Physician's Desk Reference.

Instructors: Nanan

B.452 (a) (b) Biomedical Pharmacology and Nutrition 60/4

Pre-Requisites: B.421 - 422 Western Pathology; B452(a) is a prerequisite for B452(b)

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: Rezevskis, Dunn, Scotti

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 including a clinical science review and a survey of the clinical practice of medicine**.** Accidents of acupuncture treatment, diseases which are beyond the scope of acupuncture, patient referral documentation and 911 procedures will be discussed.

Instructor: Nanan, Wilson, Rezevskis

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: Clark. Sear, Lu

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-asthmatics, purging, and eliminating dampness. **Instructors: Clark, Zou, Lu**

H.412 Individual Herbs II 60/4

Pre-Requisites: H.401 Introduction to Herbology

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: Clark, Sear, Lu

H.413 Individual Herbs III 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: Tranquilizers, calming the Liver, inducing resuscitation, tonics, astringents, and external use.

Instructors: Clark, Sear, Lu

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: Clark, Sear, Lu

H.511 Herbal Formulas I 60/4

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

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: Clark, Sear, Lu

H.512 Herbal Formulas II 60/4

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

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: Clark, Sear, Lu

H.513 Herbal Formulas III 30/2

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

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, 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. Traditional Chinese and Western clinical and medical nutrition, dietary and supplement prescription and counseling will be instructed as well.

Instructors: Clark, Sear, Lu

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

Pre-Requisites: All basic Hebology & Acupuncture Courses

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 classic written by Dr. Zhongjing and which are closely related to proper application of herbs and formulas.

Instructors: Fu, Cacolici

H.531 Adv. Herb & Formula Course II: Jin Gui & Wen Bing with Herbology 60/4

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: All basic Herbology & Acupuncture courses

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

Instructors: Clark, Lu, Sear, Fu

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: Lu

C. Clinical Practicum

C.401 & 402Clinic 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. The students will learn how to do the clinical procedures including comprehensive history taking, clinical intakes, treatment planning, continuity of care, referral, and collaborations, and how to work on clinical reasoning and problem solving. Follow-up care, final review, and functional outcome measurements, prognosis and future medical care will be addressed.

Instructors: Wilson, Walker, Nieves, Johnson

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 CNT and Universal precautions. The students will continue to learn how to do the clinical procedures including comprehensive history taking, clinical intakes, treatment planning, continuity of care, referral, and collaborations and how to work on clinical reasoning and problem solving. Follow-up care, final review, and functional outcome measurements, prognosis and future medical care will be addressed.

Instructors: Wilson, Walker, Nieves, Johnson

C.410 Self-Needling 45/1.5

Pre-Requisites: C.401 and C.402 Clinic Observation I & II

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. Students will also practice tongue and pulse diagnosis during this phase of training. Using practice materials, students will learn the proper methods of needle insertion and removal, be introduced to the concepts of tonifying and reducing and manipulating needles, electro-acupuncture., dermal tacks, magnets, and beads. Students will also practice tongue and pulse diagnosis during this phase of training.

Instructors: Walker, Clark

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; B440 Medical Hygiene and Universal Precautions; CCAHM CNT certificate; A402, 411, 412, 413 Meridians, Collaterals & Points; A423, Differentiation of Syndromes of TCM; A450, Chinese Language; A480, First Year Comprehensive Exam; A520 Acupuncture and Moxibustion Techniques; A564 Practice Management: Integrative Practice & EHR: ; B401, 402, 403, Western Anatomy & Physiology; B431, Western Medical Terminology; B440, Medical Hygiene & Universal Precautions; B441 CPR & First Aid

In this course, under supervision by an instructor at all times, the students will practice diagnosis and treatment of the most common diseases in clinic patients. Students will practice the initial steps of patient record keeping, intakes, diagnosis & treatment, and discuss patient counseling methods. Traditional Chinese and Western clinical and medical nutrition, dietary and supplement prescription and lifestyle counseling and self-care recommendations will be instructed as well. Review of internal medicine, pharmacology, neurology surgery, urology, radiology, nutrition, and public health.

Instructors: Villalba,Cacolici, Cheung, Lu, Johnson, Nieves, Nobil, Silingauskas, Walker, Wilson, Wims

C.503 Clinic: Practice under Supervision/Herb Recognition 120/4

Pre-Requisites: C.501 & 502 Clinic: Practice under Supervision; A571 General Therapeutics; B421,422 Western Pathology; B451 (a)(b)(c) Physical Exam and Western Diagnosis/Labs & Imaging; B452 Pharmacology; H401 Intro to Herbology; H411 Individual Herbs I

Co-Requisites: H412 Individual Herbs II; H413 Individual Herbs III

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. With a tentative diagnosis offered by the student and discussed with the Clinical Supervisor the student will independently write a differential diagnosis and analysis of the patient, prepare herbal prescription and/or treat the patient according to the approved treatment plan by the Supervisor. TCM and Western clinical and medical nutrition, dietary and supplement prescription, lifestyle counseling and self-care recommendations will be instructed as well.

Instructors: Alba, Cacolici, Cheung, Lu, Johnson, Nieves, Nobil, Silingaukas, Walker, Wilson, Wims

C.511 Clinic: Acupuncture Intern/Herb Preparation 120/4

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 a clinical instructor. TCM and Western clinical and medical nutrition, dietary and supplement prescription and lifestyle counseling and self-care recommendations will be instructed.
Instructors: Alba, Cacolici, Cheung, Lu, Johnson, Nieves, Nobil, Silingauskas, Walker, Wilson, Wims

C512 Clinic: Acupuncture Intern/Herb Preparation 120/4

Pre-Requisites: C.511 Clinic: Acupuncture Intern/Herb Preparation

In this course, under supervision by an instructor, the students will provide both 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, formula modification and herbal preparation under the guidance of a clinical instructor. TCM and Western clinical and medical nutrition, dietary and supplement prescription and lifestyle counseling and self- care recommendation will be instructed.
Instructors: Alba, Cacolici, Cheung, Lu, Johnson, Nieves, Nobil, Silingauskas, Walker, Wilson, Wims

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. TCM and Western clinical and medical nutrition, dietary and supplement prescription, lifestyle counseling and self-care recommendations will be instructed as well.
Instructors: Cacolici, Cheung, Johnson, Lu, Nieves, Nobil, Silingauskas, Walker, Wilson, Wims

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 9 AM-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 & Traditional Chinese 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, Traditional Chinese medicine, Chiropractic and Higher Education, are composed of the following individuals, whose names and addresses are on file with the Florida Department of State.

Chair
. James X. Zhang, MS (China)

Vice Chair
Xuejun Yu, PhD

Secretary
Laurence Dunne MS

Treasurer
Renliang Xu, PhD

Fu, Di, PhD (China), AP
President
Ex Officio member

Sifu Zhou, PhD, AP

Carmen Queral, Ph.D., MPH, PA-C

Eston Dunn – Faculty Rep

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ATOM Administration

President
Di Fu, MD, PhD(China), A.P.
Academic Dean
Allyson Wilson, DAOM, A.P.
Faculty Dean
Dong Hua, MS (China), DAOM, A.P.
Clinic Director
YuWen Lu, DAOM, A.P.
Harry Hong, PhD, AP (DAOM Program)
Assistant Clinic Director
Jean-Michel Walker, AP
Director of International Student Office
Celia Munoz
Clinic Manager
Robert Wilson, VI, MSOM
Finance Officer
Celia Munoz
Financial Aid Officer
Michelle Weldy, M.Ed.
Registrar
Peggy Rubio, BA
Admissions Director
Kevin Clark, DAOM, A.P.
Assistant Admissions Director
Karen Gemignani
DAOM Director
Kevin Clark, DAOM, A.P..
DAOM Assistant
Eston Dunn, MS
Librarian
Royal Montgomery, MLIS

ATOM Faculty for Master's Program

Sara Allen, AP, (FL Lic. AP #27427)
Sara Allen got her BS degree from Liberty University in 1998 and has been an educator for over 20 years. She graduated from Atlantic Institute of Oriental Medicine with a BA in Health Science and MOM in 2017. Sara maintains an active practice. Sara Allen is a clinical instructor in the ATOM Intern clinic and teaches Internal and External Medicine of TCM.

Cameron Bishop, DAOM, LAc., (FL Lic AP #762)
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 Master's 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 Master's in Japan, and also studied in Shanghai China. He has been in private practice for over 20 years. Cameron teaches TCM Gynecology, Japanese Acupuncture and Modern Modalities.

Crystal Cacolici Dipl. O.M., A.P. (FL Lic. AP#3644)
Crystal Cacolici is an ATOM graduate who holds a Master in Oriental Medicine, is Nationally Board Certified in Oriental Medicine and is an NSEV Certified Practitioner. Since 2015, she has maintained her private practice in Wilton Manors and has apprenticed under Dr. Kevin Clark with focus on Chinese Herbal medicine and NSEV. She treats a wide range of patients in her practice with emphasis on women's health, digestive health, and chronic degenerative diseases. She currently teaches Injection Therapy and works as a clinical instructor at ATOM.

Kevin D Clark, DAOM, AP (FL Lic. AP#424)
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. He has taught most aspects of the Chinese medical curriculum and currently maintains his private practice in Hollywood Florida. He teaches case management, ethics, herbal medicine courses and works as an intern clinic instructor at ATOM.

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 Masters 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.

Fu, Di, .Ph.D. (China), A.P. (FL Lic AP #595)
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 Tamarac, Florida. Dr. Fu Di teaches a variety of introductory and advanced courses in TCM.

Isaac Goren, DMQ (China) M.Ac. (FL Lic AP AP#927)
Dr. Goren is a Doctor of Medical Qigong, and a Master's of Acupuncture. He has been practicing and teaching Acupuncture and Medical Qigong for almost 20 years. He is an expert on chronic disease as well as depression, anxiety, infertility, and other diseases. Dr. Goren has been teaching Medical Qigong and Five Element acupuncture at the Academy for Five Element Acupuncture (AFEA) in Florida, Tao House Healing Center in Miami Florida, and in Sao Paulo, Brazil. He has his private practice in Hollywood, Florida. Now, he is teaching acupuncture courses at ATOM.

Ilyas Hamid, DAOM, A.P. (FL Lic. AP#3971)
Ilyas Hamid is a graduate of both the Masters and DAOM programs at ATOM. In addition to his TCM training here he also studied Tuina theory, modalities and therapeutics in the Shaolin Temple in China in 2017 and 2018. He also apprenticed under Dr. Cui Shusheng at Gulou Hospital in Beijing studying the use of Tuina for physical ailments and internal issues such as GI distress and vertigo. Ilyas Hamid has an active practice in south Florida. Now he is teaching Tuina courses at ATOM.

Dong Hua, **MD (China), DAOM, A. P., MBA (FL Lic AP #2225)**
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 and a DAOM degree at ATOM in 2015. 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.

Tai Johnson, MSOM, AP (FL Lic AP#3529)
Tai Johnson graduated with a Masters in Oriental Medicine from ATOM. She has an established practice which treats a variety of issues as well as working with Community Acupuncture. Tai teaches Clinical Observation and works as a Clinical Supervisor in the ATOM Intern Clinic.

Yu Wen Lu, DAOM, A.P. (FL Lic AP#1865)
Yu Wen Lu is a Florida licensed Acupuncture Physician. She graduated from Florida College of Integrative Medicine with Master's Degree in OM in 2003 and gained her DAOM from ATOM in 2017. She was President and acupuncturist at Acupuncture and Herbal Healthcare Center from 2003 to 2014. With 15 years of experiences in Chinese Medicine, she is practicing in West Palm Beach and is teaching herbal courses at ATOM.
Yu Wen Lu is the Assistant Clinical Director as well as teaching a Individual Herbs and Formulas, Chinese Language and TCM Dermatology, TCM Pediatrics and TCM Food Therapy.

Selvon Nanan, MD, (FL Me Lic #4555). **Dr. Nanan** graduated from Rutgers Medical School/RWJ, N.J, in 1978, Dr. Nanan did his Post Graduate Medical Specialty Training at the School of Medicine of NY State University 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 as Chief of Family Practice, supervising physicians at CHC 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 RMC and Plantation General Hospital. At PGH, Dr. Nanan served two terms as Chairman, Dept of Family Practice. He received a Physician of Distinction Award, Best Practice-Patient Care and Service by Blue Cross in 2002 – 2003. He teaches Physical Examinations and Pathology courses at ATOM.

Erika Nieves, A.P, LMT (FL Lic AP#28950)
Erica Nieves is a licensed Massage Therapist and Acupuncturist. Eric graduated from Atlantic Institute of Oriental Medicine with a BS in Health Science and a Master's in Acupuncture and Oriental Medicine in 2012. Eric Nieves works as a Supervisor in the Intern Clinic and teaches Acupuncture courses.

Holly Nobil, A.P. (FL Lic #AP3347)
Holly Nobil is a graduate of Atom's Master program and an experienced practitioner with a private practice.

Aigars Rezevski, MD (Latvia), LMT (FL Lic. #MA17676)
Aigars Rezevski was a physician in Latvia prior to moving to the US in 1994. He has an established practice in Medical Massage Therapy here in South Florida and has been bring his experience and expertise to TCM students since 1997 when as a Professor of Biomedicine at AMC. Dr. Rezevski teaches biomedicine and Research at ATOM.

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 Practitioner. 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 #844) 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.

Mario Silingauskas, A.P. (FL Lic. AP #449)
Mario Silingauskas is a FL licensed acupuncturist, who graduated from Florida Institute of TCM

in 1992. He is also a NCCAOM diplomate in OM. He started his practice in 1993. He taught TCM courses at Barna Institute and Chinese Medicine Institute from 1993 to 1999. He specializes in scalp acupuncture. Now he is teaching scalp acupuncture and general acupuncture therapeutics at ATOM. He is also a student clinical instructor at ATOM intern clinic.

Jean-Michel Walker, A.P. (FL Lic. AP#29570)
Jean-Michel Walker graduated from Atlantic Institute of Oriental Medicine with a BS in Health Science and a Master's of Acupuncture and Oriental Medicine in 2008. In addition to his teaching duties for ATOM he also instructs Tai Chi, Qi Gong and Hsing. Jean-Michel Walker teaches Acupuncture courses, Tai Chi and Qi Gong as well as working as a Clinical Supervisor.

Allyson Wilson, DAOM, A.P. (FL Lic. AP # 2984)
Allyson earned a Masters in Acupuncture and Oriental Medicine and Doctor of Acupuncture and Oriental Medicine (DAOM) degree from Atlantic Institute of Oriental Medicine (ATOM). She is the Academic Dean. Teaches Acupuncture and acupuncture review courses at ATOM. 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. Allyson teaches acupuncture courses as well as clinical courses.

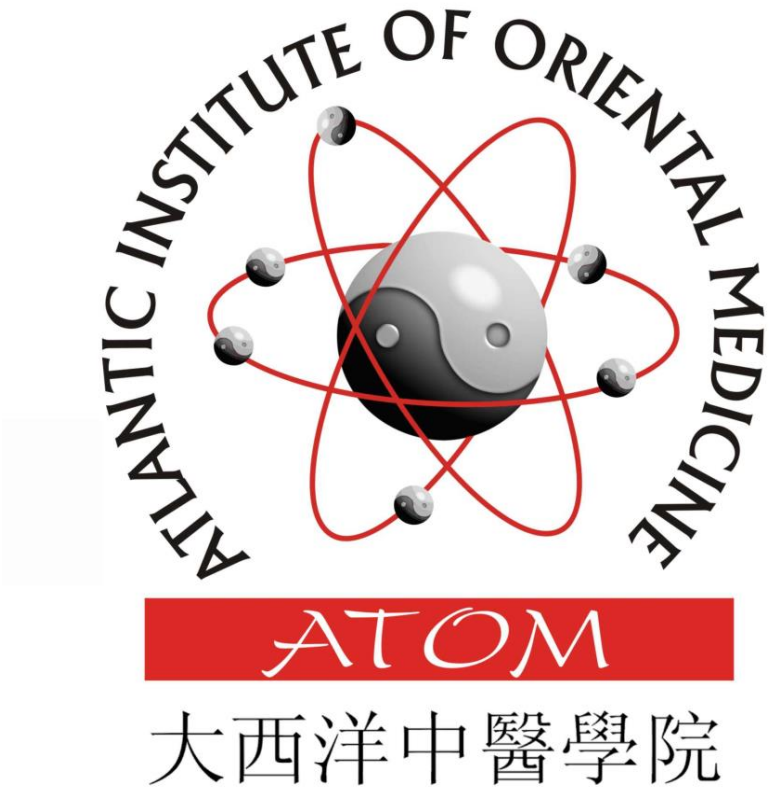
Leonie Wims, A.P. (FL Lic. AP #3878)
Leonie Wims is a graduate of ATOM's Master Program and has an active practice. Leonie has a strong background in diagnostics and Herbal Therapy. She is working as a Clinic Supervisor.

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 17,318 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 area for the school.


ATLANTIC INSTITUTE OF ORIENTAL MEDICINE
ATOM
大西洋中醫學院