



Institute *of*  
Clinical Acupuncture  
& Oriental Medicine

Master's of Science in  
Oriental Medicine

2010 - 2011 CATALOG

CHINATOWN CULTURAL PLAZA  
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SUITE 203  
HONOLULU, HAWAII 96817  
808.521.2288

[WWW.ORIENTALMEDICINE.EDU](http://WWW.ORIENTALMEDICINE.EDU)

## **SCHOOL CALENDAR**

2010 - 2011

### **FALL 2010**

Registration Period	Wednesday - Saturday, September 1-4
Instruction Begins	Tuesday, September 7
Final Exams	Monday – Friday December 13 - 17
Instruction/Semester Ends	Saturday, December 18
Holidays	Thanksgiving, November 25

### **SPRING 2011**

Registration Period	Monday – Friday, January 3 – 7
Instruction Begins	Monday, January 10
Final Exams	Monday – Friday, April 18-22
Instruction/Semester Ends	Saturday, April 23
Holidays	Martin Luther King, January 17

### **SUMMER 2011**

Registration Period	Monday – Friday, May 2 - 7
Instruction Begins	Monday, May 9
Final Exams	Monday – Friday, August 15 – 19
Instruction/Semester Ends	Saturday, August 20
Holiday	Memorial Day, May 30 Fourth of July, July 4

### **FALL 2011**

Registration Period	Monday – Friday, August 29 – September 3
Instruction Begins	Monday, September 6
Final Exams	Monday – Friday, December 12-16
Instruction/Semester Ends	Saturday, December 17
Holidays	Labor Day, September 5 Thanksgiving, November 24

(This calendar supersedes any previous edition published by ICAOM.)

## **AUTHORIZATION AND ACCREDITATION**

The Master of Science in Oriental Medicine degree program of the Institute of Clinical Acupuncture and Oriental Medicine is accredited by the Accreditation Commission for Acupuncture and Oriental Medicine (ACAOM), which is the recognized accrediting agency for the approval of programs preparing acupuncture and Oriental Medicine practitioners. ACAOM is located at

7501 Greenway Center Drive, Suite 760  
Greenbelt, MD 20770,  
Phone (301) 313-0855, Fax: (301) 313-0912.

ICAOM is also approved by the Hawaii State Board of Acupuncture. The Institute is licensed by the State of Hawaii Department of Commerce and Consumer Affairs. ICAOM is approved to participate in Title IV Students Loans by the United States Department of Education and approved to enroll non-immigrant students (F-1) by the United States Department of Immigration. ICAOM is also approved for veteran's education benefits by the State of Hawaii Commission on Higher Education. ICAOM is a member of the Council of Colleges of Acupuncture and Oriental Medicine and a member of the National Network Libraries of Medicine.

## **MISSION STATEMENT**

The Institute of Clinical Acupuncture and Oriental Medicine dedicates itself to educational, clinical, and professional excellence, fostering the development of competent and skillful Oriental Medical practitioners, and promoting acupuncture and Oriental Medicine in the local and global communities.

## **OBJECTIVES**

- Our graduates will understand the principles, philosophies, and methods of Oriental Medicine, and be experienced in providing health care services to the community.
- Our graduates will be knowledgeable about Biomedicine and other healing arts, and will be able to make informed and appropriate referrals.
- Our graduates will meet the educational requirements to qualify for both National Board Certification and professional licensing in the State of Hawaii.
- Our Institute will strive to advance our faculty's knowledge and skills, thereby creating leaders in the field who share their wisdom with our students.
- Our administrative staff will be committed to the stability and advancement of the Institute, while serving its members.

## **Message from the Founder and President**

Aloha! Thank you for your interest in our program of acupuncture and Oriental Medicine. We are proud to have a faculty who are among the best, with many years of experience behind them. The Institute of Clinical Acupuncture and Oriental Medicine (ICAOM) is committed to the growth and development of each student. It offers students a learning environment that promotes the highest levels of academic performance.

During the last thirty years, acupuncture and Oriental Medicine has been one of the fastest growing fields of health care in the United States. Since its entrance into mainstream American consciousness in 1971, it has rapidly become an important method in the prevention and treatment of disease. As of 2006, forty-four states, plus the District of Columbia, have passed legislation to legalize and regulate the practice of acupuncture and Oriental Medicine, with many other States working towards this same goal.

In May 1993, the United States Food and Drug Administration estimated that there were 9 to 12 million patient visits each year for acupuncture, and in March 1996 classified acupuncture needles safe and effective as Class II medical devices. The National Institute of Health issued a statement in 1997 stating that there is clear evidence that acupuncture is effective for treating pain and nausea associated with pregnancy, chemotherapy, surgery, and is helpful with many other pain related conditions.

It is our utmost concern that all students who graduate from our program are not only qualified but completely confident in their ability to accurately diagnose and successfully treat diseases. The program at ICAOM is for anyone who wants to be challenged and has the desire to strive unremittingly towards excellence.

The demand for qualified acupuncturists through out the world continues to grow as more people turn to holistic health care and experience the wonderful results that acupuncture and Oriental Medicine offers.

Wai Hoa Low, DAOM, MBA, Dipl. Ac., L.Ac.

## **Message from the Chancellor**

I am most pleased for this opportunity to extend a greeting to you and I look forward to meeting you. After 53 years devoted to teaching and research at the University level in three University campuses, I am excited by the challenge of the Chancellorship at ICAOM. The Institute has made great strides and has been granted a five year re-accreditation.

The curriculum, faculty, facility and supporting academic resources reveal major signs of improvement and the promise of continued excellence for the future. Pride of participating in this field of endeavor - the science and art of healing - abounds and reflects a contagious optimism for the future.

I have specified several academic goals or themes to attain and/or sustain my academic duties and responsibilities here at ICAOM.

1. To strive for and/or sustain excellence in all aspects of our academic programs and clinical services.
2. To enhance diversity in our faculty, students and staff.
3. To achieve academic prominence in the field of Oriental Medicine here in the State of Hawaii and further in the Western region of the USA.
4. To broaden the base of our academic offerings by seeking out and interacting with established experts in the field of complimentary medicine.
5. To enhance the core of our academic knowledge by offering advanced study and research in relevant fields of Oriental Medicine.
6. To become recognized as acknowledged leaders in our professional field and with it, to provide a clear image of who we are and what we offer.

These will serve as the fundamental guideposts to achieve our potential as an Institute and to provide the community with skilled professionals essential to meet our dedicated mission.

I hope you find your experience here both enlightening and enjoyable. I know you will graduate as a knowledgeable and competent practitioner of the healing arts.

Ed Bernauer, Ph.D.

## **Principles of Community**

***This document is proposed to promote discussion and thoughtful consideration of fundamental assumptions to be used as a guide and basis for decision making and to advance the interest of the broader community, consumers, practitioners and others in the field of Acupuncture and Oriental Medicine. We embrace these principles as fundamental to Acupuncture and Oriental Medicine as a healing art.***

- **The Institute of Clinical Acupuncture and Oriental Medicine** is first and foremost an institution of learning and teaching, committed to serving the needs of our students and society. The successful conduct of the Institute's affairs requires that every member of the Institute, faculty, staff, and students, acknowledge and practice basic principles.
- **We affirm the dignity** inherent in all of us, and we strive to maintain a climate of justice marked by respect for each other. We acknowledge that our society carries within it historical and deep-rooted misunderstandings and biases, and therefore, we will endeavor to foster mutual understanding among the many parts of our whole.
- **We affirm our commitment** to the highest standards of civility and decency towards all. We recognize the right of every individual to think and speak as dictated by personal belief, to express any idea, and to disagree with or counter another's point of view. We promote open expression of our individuality and our diversity within the bounds of courtesy, sensitivity, and respect.
- **We confront and reject** all manifestations of discrimination, including those based on race, ethnicity, gender, age, disability, sexual orientation, religious or political beliefs, status within or outside the Institute, or any of the other differences among people which have been excuses for misunderstanding, dissension, or hatred. We recognize and cherish the richness contributed to our lives by our diversity. We take pride in our various achievements, and we celebrate our differences.
- **We honor the legacy** of Acupuncture and Oriental Medicine, its masters, artisans, and others who created and nurtured that legacy, and contemporary colleagues, collaborators and peers who carry on the legacy.

- **We recognize that each of us has an obligation** to the community of which we have chosen to be a part. We will strive to build a true community of spirit and purpose based on mutual respect and caring.
- **We place the healing relationship first** and the well-being of the individual consumer at the center of Acupuncture and Oriental Medicine practice. We recognize that maximum accessibility to health care is essential to individual and social well being.

\*(adapted from the *Principles of Community*, University of California, Davis, and from *The Seattle Statement*, Declaration of Principles, Seattle, Washington)

## **The Master of Science in Oriental Medicine Degree Program**

The Institute of Clinical Acupuncture and Oriental Medicine (ICAOM) has created a comprehensive professional degree program that leads to a Master of Science in Oriental Medicine (M.S.O.M.). The curriculum, totaling 3,240 hours (180 credits) of academic and clinical education, is designed to provide our students with a strong foundation in the theory, philosophy, and practice of Oriental Medicine, the various treatment modalities employed, as well as the biomedical model of health and disease. As students progress through the curriculum, they gradually move towards becoming independent practitioners in this rapidly growing field of health care.

The academic portion of the program is composed of four sections: Theoretical Foundations, Acupuncture, Herbal Medicine, and Biomedicine. Altogether, these four areas of study give our students a broad base of knowledge and understanding that they will apply in the clinical program. By structuring the courses in this manner, we ensure that our students build a strong foundation and gain the necessary knowledge and skills to progress in their studies.

The Department of Theoretical Foundations covers basic through advanced theory, diagnosis, disease pattern discrimination, Internal Medicine, history and classical literature, Medical Qi Gong, ethics, and practice management. The faculty and administration here at the Institute of Clinical Acupuncture and Oriental Medicine believe that a solid foundation in these areas, is necessary for every student in order to build a strong foundation in the practice of Oriental Medicine, and we have created a structure of learning to accomplish this goal.

The Department of Acupuncture is designed to help students develop a deep knowledge and understanding of this ancient art that has become the hallmark of Oriental Medicine in the United States. It includes a comprehensive study of point location, channel theory, functions and indications of all the regular channel points, as well as many Extra or New points, the various techniques of Acupuncture and Moxibustion, Tui Na (bodywork or manual therapy), Microsystems of Acupuncture (such as ear, scalp, and hand), Acupuncture Orthopedics which integrates acupuncture training with a study of the treatment of musculo-skeletal disorders and concludes with courses in Five Element Acupuncture and Advanced Point Combination.

The Department of Chinese Herbal Medicine is designed for each class to build upon the foundation of the previous classes. The Introduction to Herbology includes a study of botany and basic herbal theories; the study of Chinese Dietary Therapy also falls under this section, since herbs and foods are really part of the same continuum. The individual herbs are studied over three courses, and involve a detailed study of over 300 different herbs, followed by the study of herb combinations (Dui Yao). Similarly, the study of complex Herbal Formulas is covered in three courses where students will learn at least 150 different formulas. Finally, students will deepen their herbal knowledge through the study of one of the most profound and influential classics, the Shang Han Lun and Wen Bing (Treatise on Cold Induced Disorders and Warm Febrile Disease).

The Department of Biomedicine in the program is intended to broaden the students' understanding of the structure and function of the human body, as well as aid in the integration of Oriental Medicine and Biomedicine. Increasingly, practitioners of Oriental Medicine are working side by side with doctors of Biomedicine, and so it is important that students develop the ability to communicate between these two disciplines. This section includes a study of the History and Philosophy of Medicine, basic sciences including Biology, Chemistry, Nutrition, Anatomy, Kinesiology and Physiology. Advanced studies cover Pharmacology, Pathophysiology, Physical and Laboratory Assessment, Clinical Psychology, a Survey of Clinical Practices, Western Nutrition and Case Management. Concluding this section is a course on East-West Research Methodology.

Perhaps the most important part of the education at the Institute of Clinical Acupuncture and Oriental Medicine is the Department of Clinical Medicine's Internship program. It is here that all the knowledge students have accumulated is brought together ultimately leading to a greater understanding of what it means to be a healer. Through-out the clinical program, the students will become knowledgeable of the operations of a professional clinic, including case management, and gain valuable experience in all of the skills needed in the practice of Acupuncture and Oriental Medicine, thereby preparing them to become an independent practitioner. Our busy teaching clinic offers high-quality, low-cost health care to the community, under the supervision of some of the finest practitioners in the state of Hawaii.

The Institute of Clinical Acupuncture and Oriental Medicine also requires that students enroll in elective courses in both the didactic and clinical curriculum to enhance the quality of their education. Electives offer our students the opportunity for further study in areas of personal interest, areas of specialization, as well as the chance to learn from experts in the field. Our offerings include, but are not limited to, Medical Chinese Acu-point, Aroma therapy and Spa Modalities, Trigger Points, Hawaiian Lomi Lomi, Foot Reflexology, Swedish Therapy, Myofascial Release/Deep Tissue, Acupuncture Physics (CA Board) and Japanese Hara therapy, as well as opportunities to experience foreign hospitals and other universities of Traditional Chinese Medicine.

## **STAGES OF LEARNING PROFICIENCY EXAMINATION**

At the completion of each stage of learning, as a requirement for graduation, students will be required to pass a SLPE, covering all of the material presented during each stage of learning.



(Refer to the Master of Science in Oriental Medicine Curriculum in the catalog and in your Student Resource Manual).

## **FACILITIES**

ICAOM is located in the Chinatown Cultural Plaza in downtown Honolulu, providing access to an enormous variety of cultural shops, restaurants, and attractions. The school operates its own clinic, with a comfortable Waiting Room, several Treatment Rooms, and a large Herbal Dispensary/Classroom that is stocked with both dried loose herbs and many prepared (Patent) formulas. The Main Classroom can also accommodate large seminars and continuing education events, and the Library is an ideal place for the individual student, a group study, or formal meetings. The Administrative Offices are also located on the premises.

## **TRANSPORTATION & PARKING**

Reliable personal transportation is recommended, although Oahu has an inexpensive, extensive, and dependable public transportation system (TheBus). For TheBus schedules call 808-848-5555.

Parking is available in the Chinatown Cultural Plaza, as well as along nearby streets. A list of current rates & hours of operation for parking in the Plaza with a validation stamp on the parking ticket will be provided upon request from the administration.

## **LIBRARY**

The ICAOM has its own library of learning resources and supports the academic and clinical program by providing an ever-growing collection of books, journals, and audio-visual learning resources on Acupuncture and Oriental Medicine. In addition to this collection, ICAOM's library has many other books on the natural sciences, Biomedicine, nutrition, and Complementary and Alternative Medicine, as well as a Chinese Language collection. All of the materials, services, and related equipment are available to students, faculty, and staff in order to facilitate and improve learning, foster inquiry and intellectual development, and support the educational program. ICAOM also maintains a Reference library of important texts which are always available for use in the Teaching Clinic or classroom. The library has computer workstations with Internet access, broadband wireless Internet service for students to access learning resources, and has developed an on-line library catalog.

The library is conveniently housed on the premises, and is open from 10:00 am to 5:00 pm, Monday through Friday, or by appointment for use during other hours. In addition, students should obtain a library card from the Hawaii State Library which is within walking distance from the Institute. The ICAOM library is an affiliate member of the National Network of Libraries of Medicine.

On line Library Catalog:

## **ADMISSIONS POLICIES**

The Institute of Clinical Acupuncture and Oriental Medicine (ICAOM) is seeking students who have the necessary desire, educational background and personal character to ensure their ability to complete the program, maintain good standing, and develop into a competent practitioner. ICAOM is open to all qualified applicants and provides equal educational opportunities regardless of racial origin, age, gender, religion, sexual orientation, marital status, or physical disability.

ICAOM prefers candidates who have completed the Bachelor's degree from an accredited institution recognized by the U.S. Dept. of Education; however, an Associate degree or its equivalent (60 semester or 90 quarter credits) with a 2.0 GPA from an accredited institution would be the minimum requirements. This is considered appropriate preparation for graduate level work.

The Master's program at the Institute is very demanding academically. To benefit and enhance the applicant's success in the program, a background related to the Health Sciences such as the biological sciences (nutrition, biology, physiology and psychology) is recommended.

Foreign students who wish to enroll in the program need to have all foreign transcripts translated into English, and evaluated to approximate comparable levels of education achievement in the United States by an agency recognized by the U.S. Secretary of Education as being qualified to make such assessments. ICAOM recommends the following agencies:

American Association of Collegiate Registrars and Admissions Officers (AACRAO),  
Office of International Education Services (OIES),

One DuPont Circle N.W., Suite 520,  
Washington, D.C. 20036.  
Telephone: 202-296-3359.  
Website: [www.aacrao.org](http://www.aacrao.org).

**OR**

World Education Services, Inc. (WES),  
PO Box 26879,  
San Francisco, CA 94126- 6879.  
Telephone: 800 414-0147.  
Website: [www.wes.org](http://www.wes.org).

Hawaii law require each student to present a report of a physical examination, a Certificate of Tuberculosis examinations, and a record of immunizations **before attending the first day** of school.

The State of Hawaii Department of Health requires that each student obtain a certificate of Tuberculosis (TB) examination dated within 12 months **before** first attending any post-secondary school in Hawaii in any course of study longer than 6 months. This requirement may **NOT** be deferred or postponed and students who have not complied with the law will not be allowed to enroll or attend classes.

Students must also present a record of Measles-Mumps-Rubella (MMR) immunization, signed or stamped by a U.S. licensed MD, DO, APRN, PA , or clinic.

Exemptions to the immunization requirements include

- Students born prior to 1957.
- Laboratory evidence of immunity may be submitted in lieu of a record of immunization, provided that it includes both a copy of the laboratory report, and a signed statement by the Provider certifying that the student is immune to the specified disease.
- Medical exemptions to immunizations must state the length of time during which the vaccine would endanger student's health or life, and must be signed by a U.S. licensed MD or DO.
- In some circumstances a religious exemption may be granted.

Other requirements for admission into the Master's program includes

- a completed application form with the \$50 non-refundable application fee (\$150 for international students),
- proof of identification,
- official transcripts sent directly to ICAOM
- two recent official passport photographs,
- a 200 word essay describing why the applicant wishes to study Oriental Medicine,
- two original signed letters of recommendation sent DIRECTLY to ICAOM, which comment on the applicant's ability to carry on graduate level work, complete the program in good standing, and contribute to the Acupuncture and Oriental Medicine profession.

All applications and supporting documents will be held for one year from the date on the application form; after that the application will not be retained. Applicants who fail to enroll within one year of the initial application date will have to reapply, pay another application fee, and again provide all the required documents necessary for consideration for admission.

The student file is a confidential record kept by the Registrar and no part of it can be copied or released to the individual student or to anyone else.

### **English Language Competence**

English language competency is required for all students seeking admission to the Institute of Clinical Acupuncture and Oriental Medicine. English communication skills are critical in a clinical environment where practitioners are interacting with colleagues and patients. The Text of English as a Foreign Language (TOEFL) measure the ability of non-native speakers of English to use and understand English as it is spoken, written, and heard in college and university settings. The TOEFL internet-based test (TOEFL iBT) tests all four language skills that are important for effective communication: speaking, listening, reading and writing. Each category has a maximum scoring of 30 points. The test helps students demonstrate that they have the English skills needed for success and helps the student target areas needing improvement. The TOEFL iBT is taken via the internet at ETS – certified test centers. For further information you may visit their website at [www.toefl.org](http://www.toefl.org) or you may contact them at:

TOEFL Services, Educational Testing Service,  
P.O. Box 6151,  
Princeton, NJ, 08541-6151, USA.  
Phone: 609-771-7500.  
**ICAOM TOEFL code number: 7978**

### **FOREIGN STUDENTS**

ICAOM is approved by the Federal Bureau of Citizenship and Immigration Services (BCIS) to offer F-1 Student Visas. In addition to the required documents for admission to the program, foreign applicants must provide proof of their financial status and ability to pay for tuition and living expenses for at least one calendar year while in the United States. They may be in the form of a recent bank statement or affidavit of financial support. Form 1-20 will be provided to international students once all admission requirements have been met. Students are required to pay all relevant fees.

### **TRANSFER CREDITS**

A transfer student is one who has completed coursework at an accredited college or university and is seeking transfer credit as a result of that coursework.

- All transfer students must meet the same pre-requisites as any applicant.
- Transfer students must enroll for a minimum of 2 academic years at ICAOM in order to be granted a degree.
- Clinical hours may transfer, although all students will complete a specified number of clinic hours at ICAOM.

Upon enrollment in the program, a student will be given the opportunity to request transfer credit for specific classes that are essentially similar in description, content, level, and credits and were taken at an accredited college or university.

- Transfer credit must be requested and reviewed within 12 month of the student's matriculation or prior to the semester in which the course is offered (whichever occurs first).
- Submitting an application request does not guarantee that transfer credits will be awarded.

To be considered for transfer credit, the student needs to submit:

- A Transfer Credit Request Application Form obtainable from the Registrar's Office.
- A non-refundable application fee must accompany the completed Transfer Credit Request Application Form.
- Official Transcript(s) that documents all the courses listed on the Transfer Credit Request Application Form.

The student may also be required to submit a course description from the year the course was taken from either a school catalog or course syllabus.

- A minimum grade of "C" (2.0) is required for all transfer courses.
- Transfer courses must have been completed within ten (10) years before the enrollment date at ICAOM.
- Any classes exceeding this time limit must be re-taken.

If a deficiency is suspected or identified, the CEO, in consultation with the course instructor, will determine whether the student must pass a challenge exam in the subject. If the deficiency or disparity is too great, the student will be required to re-take the course in question.

The required courses for the Master of Science in Oriental Medicine degree program at ICAOM must be completed either at the Institute, or as transfer credits. A maximum of 72 credits/1080 hours of academic and 16 credits/480 hours of clinical transfer credits may be awarded as transfer credit.

In addition, transfer students must complete a minimum of 175 patient treatments (50 with loose herb formulas) at ICAOM in fulfillment of the 350 patient treatments (100 with loose herb formulas) required for graduation.

### **TUITION & FEES**

The following is a list of the tuition and other expenses for the Master's Degree program at the Institute for Clinical Acupuncture and Oriental Medicine (ICAOM). Unless other arrangements have been made, tuition must be paid in full for each semester at the time of registration. All students must register at least three days prior to the first day of class. All fees are non-refundable.

#### **Tuition**

Tuition for Full-Time Students	\$260.00 per credit (Minimum 15 credits semester)
Tuition for Part-Time Students	\$290.00 per credit (Less than 15 credits/semester)
Late tuition Fees & Interest	\$25.00 for 1-15 days \$50.00 for 16-30 days After 30 days, 0.5% interest per month on total amount past due.
Returned Check Fee	\$25.00 for each check

#### **Fees**

Program Application Fee	\$50.00/\$150.00 for International Students
Registration Fee	\$25.00 per semester
Late Registration Fee (1 <sup>st</sup> week)	\$50.00
Transfer Credit Application Fee	\$150.00 (non-refundable)
Challenge Exam Fee (per credit)	\$50.00
Proctor fee (per hour)	\$25.00 (min. one hour)
Administrative Add fee (per course)	\$25.00

Administrative Drop fee (per course)	\$25.00
Textbooks and Supplies	\$350.00 per semester (approximately)
Herb Sample Fee	\$30.00 for each herb course
Make-Up Exam fee (per course)	\$50.00
Make-up Clinic Session Fee (per session)	\$50.00
Pre-Clinical Examination Fee	\$25.00 per module (Total 4 modules)
CWE Examination Fee	\$50.00 per module (Total 4 modules)
Retake CWE Exam	\$25.00 per module
Intern Permit (DCCA)	\$50.00
Malpractice Insurance Fee (for interns only)	\$150.00 per semester (approximately)
Student ID card Fee	\$10.00
Student ID replacement card	\$10.00 each
Clean Needle Technique Course	\$135.00 (payable to CCAOM)
Official Transcript Fee	\$20.00 per copy
Graduation Processing Fee	\$150.00 (includes 1 Diploma)
Duplicate Diploma Fee	\$50.00 per copy

**Estimated Total Program Cost \$45,000.00**

All tuition and fees are subject to yearly increase and also subject to State General Excise Tax

**Full time student status requires enrollment of no fewer than 15 credits per semester. Part time student status is enrollment in less than 14 credits per semester.**

**FINANCIAL INFORMATION**

You may pay your tuition by VISA, MasterCard, Money Order, or personal Checks. The ICAOM financial aid counselors are available Monday through Friday from 9:00 a.m. to 5:00 p.m. (Hawaii Time). The telephone number is (808) 521-2288. Or, you may write to us at the following address:

Financial Aid Office  
 Institute of Clinical Acupuncture and Oriental Medicine  
 100 North Beretania Street, Suite 203 B  
 Honolulu, HI 96817

**REFUND POLICY**

Dropping a course **prior** to the first day of class will result in a 100% refund of tuition paid for that course.

Dropping a course after classes have begun, during the first four class sessions, will result in a prorated refund based on the following schedule:

<b>Sessions Completed</b>	<b>Tuition Refund</b>
1 session or less	75% refund

2 sessions	50% refund
3 – 4 sessions	25% refund
More than 4 sessions	No refund.

Registration and other fees are not refundable.

### **NON-PAYMENT POLICY**

In the event of non-payment, after thirty (30) days the student will be dismissed from the program, unless other arrangements have been made with the administration.

### **TITLE IV FEDERAL FINANCIAL AID**

If you qualify on the basis of need, you can receive substantial assistance through grant and loan programs. We recommend that you apply for admission before you submit your Free Application for Federal Student Aid (FAFSA). You must be accepted for admission to the Institute in order to receive your initial award letter.

ICAOM requires all students who wish to be considered for these federal programs to complete the Free Application for Federal Student Aid (FAFSA), the best way to file the free FAFSA is on-line at: <https://fafsa.ed.gov/index.htm>

### **ICAOM school code 037353**

Please log-on to DOE Direct Loans to begin their online application with their lenders:

<https://studentloans.gov/myDirectLoan/index.action>

In addition, complete the online Master Promissory Note and online entrance counseling at:

<https://studentloans.gov/myDirectLoan/index.action>

To qualify for financial aid, a student must enroll in at least 9 credits per semester to qualify for a loan.

If you have any questions or concerns, please call us at: 808.521.2288

### **Current Students Filing a Renewal**

Copies of the student's and/or parents' current federal income tax returns and supporting documents (e.g. W-2 forms) will be needed to complete the FAFSA renewal process on-line at:

<http://www.fafsa.ed.gov/FOTWebApp/complete013.jsp>

### **Military Tuition Assistance and VA Benefits**

If you wish to use your GI Bill education benefits for our program, you are required to contact ICAOM's VA benefit coordinator to certify of your courses. You may contact us directly at 808-521-2288 or **E-mail: [faa@orientalmedicine.edu](mailto:faa@orientalmedicine.edu)**

VA students can also contact the VA toll free number at: 1-888-GI-BILL-1 (1-888-442-4551)

Please forward a copy of your application for VA education benefits form directly to the VA at:  
U.S. Department of Veterans Affairs  
PO Box 8888  
Muskogee, OK 74402-8888

## **ATTENDANCE**

It is expected that students attend all classes and clinics, and should arrive and leave on time. Arriving late or leaving class or clinic early is disrespectful to both the instructor/supervisor and fellow classmates, and is disruptive to the classroom and teaching environment.

Each instructor/supervisor is required to record attendance. Instructors/supervisors may consider habitual tardiness when calculating a course or clinic grade. Excessive tardiness (more than 10 minutes late, on 3 separate occasions) is considered an absence.

## **EXCUSED ABSENCES**

Excused Absences may be granted in cases of severe illness, bereavement, or family emergency. The request must be in writing and verified by appropriate documentation. Students are responsible for contacting the CEO and their instructor(s) and/or clinical faculty, to make individual arrangements. It may be necessary for students to withdraw for the semester. Please contact the administration for assistance.

## **Didactic Courses**

- Students should notify the instructor ahead of time if they will be unable to attend a class, and make arrangements to make-up missed assignments and other course work.
- A student who misses 3 sessions will be considered automatically withdrawn from that course, and will be required to repeat the course for credit in order to graduate.
- A student who misses an exam must reschedule the exam with the instructor and a Make-Up Exam fee (per course) will be charged.

## **Clinic Sessions**

The State of Hawaii Board of Acupuncture requires documentation of 100% participation and attendance of clinical internship hours.

- A student is allowed 2 excused absences per clinic session that must be made up and rescheduled to fulfill the required hours.



- The student must inform the Clinic Director in advance if she/he must be absent during a clinic session.
- The Clinic Director is responsible to approve the absence.
- Students are required to make up a missed session during the same semester as their scheduled clinic assignment.
- Students will be charged a Make up Clinic Session fee (per session).

### **GRADING POLICY**

The standard of measurement for grades is as follows:

<b>A</b>	<b>95-100</b>	<b>4.0</b>
<b>A-</b>	<b>90-94</b>	<b>3.7</b>
<b>B+</b>	<b>87-89</b>	<b>3.3</b>
<b>B</b>	<b>83-86</b>	<b>3.0</b>
<b>B-</b>	<b>80-82</b>	<b>2.7</b>
<b>C+</b>	<b>77-79</b>	<b>2.3</b>
<b>C</b>	<b>75-76</b>	<b>2.0</b>
<b>F</b>	<b>74 or less</b>	<b>0.0</b>

Most courses are graded on this “A” to “F” standard; however some courses are graded on a Pass/Fail basis. A grade of “Pass” is a score of 75 and above. A grade of “Fail” is a score of 74 or less. Pass grades are not used when determining the grade point average (GPA).

Discrepancies on the grade report must be brought to the attention of the Registrar or the CEO/President by the student within thirty (30) days of receipt of the grade report. After the thirty day period, all grades are final.

Official Transcripts will not be issued until the student has fulfilled all financial obligations to the Institute.

### **GRADE OF ‘F’ (Fail)**

When a student receives a failing grade in a required course (including clinical rotation), she/he must repeat the course the next time it is offered, usually the next year. The student is prohibited from continuing in any courses for which the failed course is a prerequisite. The student will repeat the course at the current per-credit rate.

### **GRADE OF ‘I’ (Incomplete)**

An Incomplete grade (I) indicates that the student has not completed the required work for a course. Failure to complete course work does not automatically give the student an incomplete, but is given by the Instructor due to extenuating circumstances.

It is the responsibility of the student receiving an “I” grade to complete the course requirements as specified by the instructor and to see that the Registrar receives proper notification of the grade change.

A grade of incomplete that is not converted to a passing grade within the 30 day deadline will automatically become a grade of "F". The student shall be issued a notice of Academic Probation or Suspension, and will be required to retake the course (at full cost) in order to obtain credit for the failed course.

If the grade of "I" is due to an ongoing illness on the part of the student, and cannot be made up by the deadline, the student will be required to take a medical leave of absence for the semester and a grade of "W" will be given for the class. Withdrawal will affect the student's ability to continue in certain course sequences in subsequent semesters.

If a student feels that the grade of incomplete is not justified, the student must make an appointment to meet with the Director of Student Affairs to resolve the issue.

### **APPEALING A GRADE**

A student may request a review of a grade given in an exam or a final grade for a course in the following manner.

- A written request by the student for a review of the grade is submitted to the faculty member. The appeal must be within 10 days of the written notification of the grade. The faculty member will advise the student in writing of her/his decision within 7 days of receiving the request.
- The student may appeal the faculty member's decision in writing to the Chancellor. This appeal must be made within 7 days of the faculty member's written notice to the student of the outcome of the review. The Chancellor will forward the appeal to the CEO/President who will review it with the Chancellor for final decision. The student will be notified in writing of the decision.

### **ACADEMIC PROGRESS**

#### **ACADEMIC INTEGRITY AND ACADEMIC HONESTY**

Academic honesty is an essential aspect of all academic activities and endeavors. Wikipedia, the internet free encyclopedia, defines academic misconduct as "any type of cheating that occurs in relation to a formal academic exercise." Academic dishonesty or cheating also includes Plagiarism in any form.

Plagiarism is defined by Wikipedia as "the adoption or reproduction of ideas or words or statements of another person without due acknowledgment." Plagiarism is a serious offense and is against the copyright law and represents fraud.

Academic misconduct and Plagiarism may constitute disciplinary sanctions and can lead to dismissal from ICAOM.

For your reference, our Library resources include a book called "Doing Honest Work in College" by Charles Lipson.

In citing references for paper writing, ICAOM generally recommends the APA format style. However, your instructor will provide you with specific written guidelines for each topic or focus of assigned papers or reports.

### **SATISFACTORY STUDENT PROGRESS**

Satisfactory Academic Progress is defined as compliance with all academic policies, including conduct and attendance, maintaining a cumulative grade point average (GPA) of 2.7 ("B-") or better, passing all didactic and clinical courses, passing the Pre-Clinical and Comprehensive Written Examinations, and maintaining a course load sufficient to complete the program within the maximum time frame allowed.

### **ACADEMIC ADVISING**

The CEO/President is available to provide academic advising to students. Students who are not making satisfactory academic progress must schedule academic advising.

### **ACADEMIC NOTICE**

The Academic Notice is used for formal communication between the administration and a student. A copy will be kept in the student's file, but no record of the notice will appear in the student's official transcript.

### **ACADEMIC PROBATION**

Any student who receives the grade of "F" in any course (an Unsatisfactory Clinical Evaluation is the equivalent of an "F"), whose cumulative grade point average (GPA) falls below a 2.7 ("B-"), or who violates school policies will be given a written notice of Academic Probation. The student will be required to meet with the CEO/President (and if appropriate the Clinic Director) to discuss the issue, the effect a failed course will have on their time frame for completion of the program, and if they are competent in the operating body of knowledge required for graduation. The student may, at the discretion of the administration, be removed from the program for a period of one semester or until such time as the student can prove competence.

Students may only be on probation for two semesters during the entire course of study. If the student continues to fail while under probation, does not raise their GPA, or continues to violate school policies, the student shall be placed on Academic Suspension (removed from all courses).

### **ACADEMIC SUSPENSION**

Academic suspension is the removal of a student from all courses and/or clinic for a minimum of one semester. A student may be suspended for failing to meet the terms of their Academic Probation, or for failing three or more courses in a semester. A student may also be either placed under Academic Suspension, or face Academic Expulsion, for violation of school policies, gross misconduct, or gross negligence in clinic, depending on the severity of the transgression. Suspension shall remain in effect for one semester. If, at the end of that semester, the student does not demonstrate readiness to resume their studies, they will be withdrawn from the program.

### **ACADEMIC EXPULSION**

Academic Expulsion is removal from the program. A student may be expelled for violation of school policies, gross misconduct, or gross negligence in clinic. A student who is expelled will not be re-admitted to the program.

### **GRADUATION**

#### **GRADUATION REQUIREMENTS**

In order to graduate from ICAOM with a Master of Science in Oriental Medicine degree, a student must have:

- Satisfactorily completed the required courses (didactic & clinical) in the M.S.O.M. Degree Program as stated upon admission to the program, including the required documentation verifying the minimum number of actual treatments performed as a student intern.
- Passed the 4 Modules Comprehensive Written Exam (CWE).
- A completed student file.
- Returned all library materials to the Institute.
- Satisfied all financial obligations to the Institute.
- Completed an Exit Interview with the CEO/President of the Institute.
- Students who fail to complete any of the above listed graduation requirements within the established time frame policy, shall be considered as withdrawn from the program and not awarded the MSOM degree.

### **HAWAII STATE BOARD OF ACUPUNCTURE LICENSE**

The practice of Acupuncture in the State of Hawaii is regulated by the Department of Commerce and Consumer Affairs (DCCA), specifically by the Hawaii State Board of Acupuncture. The Board requires that students obtain an Acupuncture Intern permit after they have completed a minimum of three (3) semesters of instruction at an approved school.

Upon approval, the permit will allow the student to engage in the practice of acupuncture under the immediate supervision of a duly licensed acupuncturist in a school setting or in another setting

for a period of four (4) years. An Acupuncture Intern Permit may be extended once upon written request to the Board.

The State of Hawaii currently requires all applicants for Licensure to complete a program from a school accredited by, or recognized as a candidate for accreditation by an accrediting body recognized by the United States Department of Education.

Evidence of education and training must be provided by an official transcript with the school seal and a photograph of the applicant's certificate or diploma, along with the completed application form and application fee (non-refundable).

Furthermore, pursuant to sections 436B-10 (a & b)(6), Hawaii Revised Statutes (HRS), an applicant shall provide "Proof that the applicant is a United States citizen, a United States national, or an alien authorized to work in the United States." This statute also states that failure to provide this information shall be grounds to deny the application for licensure.

In addition to any other requirements provided by law, all applicants shall be beyond the age of majority (18).

All applicants must pass a written examination which is administered by the State for a fee. The exam is equivalent to the NCCAOM Foundations and Acupuncture modules only and a NCCAOM Certification is not required. No practical exam is required. All application fees and supporting documents must be received by the board at least 75 days prior to a scheduled NCCAOM examination.

For more information regarding licensure in the State of Hawaii, students can contact the Hawaii State Board of Acupuncture which is located at 1010 Richards Street, in downtown Honolulu. The mailing address is:

Board of Acupuncture,  
DCCA, PVL Licensing Branch,  
P.O. Box 3469, Honolulu, Hawaii, 96801,  
or call (808) 586-2698 for more information.

For licensure in other States, students should refer to Acupuncture and Oriental Medicine Laws (National Acupuncture Foundation, Washington, DC), at (202) 332-5794, to determine the requirements or directly contact the individual state acupuncture licensure departments where the student may wish to practice.

# Institute of Clinical Acupuncture and Oriental Medicine

## Four Year Curriculum

### First Stage

T101	Chinese Medical Terminology	3	45
T102	Oriental Medicine I	3	45
T103	Oriental Medicine II	3	45
T104	History of Chinese Medicine	2	30
T105	Therapeutic Ethics	1	15
A101	Acu-Points I	3	45
A102	Acu-Points II	3	45
H101	Introductory Herbology	3	45
H102	Materia Medica I	3	45
B101	History & Philosophy Medicine	2	30
B102	Western Medical Terminology	1	15
B103	Biology	3	45
B104	Chemistry	3	45
B106	Anatomy & Kinesiology	3	45
<u>Comprehensive Exam I</u>			

### Second Stage

T201	Patterns of Disease I	3	45
T202	Patterns of Disease II	3	45
T203	Medical Qi Gong	2	30
A201	Acu-Points III	3	45
A202	Acu-Points IV	3	45
A203	Techniques of Acu-Moxa	2	30
H201	Materia Medica II	3	45
H202	Materia Medica III	3	45
H303	Herbal Formulas I	3	45
A301	Acupuncture Microsystems	2	30
A302	Tui Na	3	45
B201a	Anatomy & Physiology I	3	45
B201b	Anatomy & Physiology II	3	45
B202	Clinical Safety	1	15
B203	Clinical Psychology	3	45
<u>Comprehensive Exam II</u>			

**TUITION:**     **1ST YEAR \$11,700 (45X\$260)**  
                   **2ND YEAR \$12,150 (45X\$270)**  
                   **3ND YEAR \$12,600 (45X\$280)**  
                   **4TH YEAR \$13,050 (45X\$290)**

**TOTAL EST: \$49,500 (Subject to yearly adjustments)**

### Third Stage

T301	Internal OM I	3	45
T302	Internal OM II	3	45
A303	Acupuncture Orthopedics	3	45
A401	Five Elements Acupuncture	2	30
H301	Dui Yao & Pao Zhi	3	45
H302	Chinese Dietary Therapy	3	45
H401	Herbal Formulas II	3	45
B204	Patho physiology I	3	45
B301	Patho physiology II	3	45
B406	Patho physiology III	3	45
B302	Physical Examination	2	30
B303	Pharmacology	3	45
B304	Western Nutrition	2	30
<u>Comprehensive Exam III</u>			

### Fourth Stage

T401	Internal OM III	3	45
T402	Internal OM IV	3	45
T403	Classics of Oriental Med	3	45
T404	Practice Management	3	45
A402	Advanced Point Combo	2	30
B401	Survey of Clinical Practices	1	15
B403	East-West Research Method	2	30
H402	Herbal Formulas III	3	45
H403	Shang Han Lun-Wen Bing I	3	45
H404	Shang Han Lun-Wen Bing II	3	45
<u>Comprehensive Exam IV</u>			

### Elective Courses

EC	Clinical Externship	3	90
EC	Didactic Elective Courses	6	90

### Clinical Internship

C101	Clinical Theater	1	30
C102	Practitioner Observation	2	60
C201	Intern Observation	3	90
C202	Clinic Level I-Internship	6	180
C301	Clinic Level II-Internship	6	180
C302	Clinic Level III-Internship	6	180
C401	Clinic Level IV-Internship	6	180
C402	Clinic Level V- Case Mgt	3	90

## **COURSE DESCRIPTIONS**

### **Department of Theoretical Foundations** **(38 credits/570 hours)**

#### **T101 Chinese Medical Terminology**

Students will be introduced to the Chinese language through a study of the 100 most common characters relevant to the study of Oriental Medicine, including the *pinyin* Romanization system and common English language translations of the terms found in the diversity of modern texts.

Prerequisite: None.

Credits/Hours: 3/45.

#### **T102 Oriental Medicine I**

A foundation in the basic theories of Oriental Medicine will be provided. The goal of this course is to familiarize students with the basic concepts of Oriental Medicine, including the theories of Yin and Yang, Qi and Blood, the Five Elements, the Zang Fu, the causes of disease, and the overall Oriental model of health and disease.

Prerequisite: None.

Credits/Hours: 3/45.

#### **T103 Oriental Medicine II**

Both the lecture and practical experience will teach students the basics of Eight-Principle and Qi & Blood diagnosis, and the methods of observation, auscultation, olfaction, palpation, and inquiry. Emphasis is placed upon preparing the students for their clinical internship as they learn to take a complete Oriental medical exam, record the information in a chart, and to formulate a diagnosis based upon the information gathered.

Prerequisite: T102.

Credits/Hours: 3/45.

#### **T104 History of Chinese Medicine**

This course is a systematic study of the historical development of Chinese Medicine, from its ancient roots, the classical texts and their relevance to specific dynastic periods, the evolution of the medicine into the modern world, and its spread to countries around the globe.

Prerequisite: None.

Credits/Hours: 2/30.

#### **T105 Therapeutic Ethics**

An over view of the therapeutic relationship in the clinical practice of Oriental medicine. Discussion will include issues surrounding patient autonomy, roles and personal boundaries, medical needs versus desire, ethics and referral. Students will prepare a personal ethical statement.

Prerequisite: None

Credits/Hours: 1/15

#### **T201 Patterns of Disease I**

An in depth study of the disease pattern discrimination, with an emphasis on the Zang-Fu diagnostic model. The course emphasizes practical, clinical diagnostic skills, and introduces both

acupuncture and herbal treatment strategies. The first level covers the patterns of the Zang Organs: Heart, Liver, Lung, Spleen, Kidney, and combined patterns.

Prerequisite; T102 and T103.

Credits/Hours: 3/45.

### **T202 Patterns of Disease II**

An in depth study of the disease pattern discrimination, with an emphasis on the Zang-Fu diagnostic model and emphasizes practical, clinical diagnostic skills, and introduces both acupuncture and herbal treatment strategies. The second level of the course covers the patterns of the Fu Organs: Stomach, Small Intestine, Large Intestine, Gall Bladder, Urinary Bladder, as well as patterns of the Six Stages and Four Levels.

Prerequisite; T102 and T103.

Credits/Hours: 3/45.

### **T203 Medical Qi Gong**

Students are introduced to the practice of Qi Gong by personal experience, awareness of, and sensitivity to Qi that is imperative to preventative health care and person health maintenance and the successful practice of classical Chinese Medicine. Emphasis is on the practice of the Eight Pieces of Treasure Qi Gong series, and is supplemented with a study of various Qi Gong postures and movements.

Prerequisite: None.

Credits/Hours: 2/30.

### **T301 Internal OM I**

The Internal OM series provides a detailed study of diseases, integrating Eastern and Western assessments to provide a thorough understanding of the etiology, pathophysiology, and differential diagnosis of these conditions. Treatment protocols in both acupuncture and herbal medicine will be presented. Internal OM I covers respiratory, urogenital, hepatic, and neurological disorders.

Prerequisite: T201, T202.

Credits/Hours: 3/45

### **T302 Internal OM II**

The Internal OM series provides a detailed study of diseases, integrating Eastern and Western assessments to provide a thorough understanding of the etiology, pathophysiology, and differential diagnosis of these conditions. Treatment protocols in both acupuncture and herbal medicine will be presented. Internal OM II covers circulatory and digestive disorders.

Prerequisite: T201, T202.

Credits/Hours: 3/45

### **T401 Internal OM III**

The Internal OM series provides a detailed study of diseases, integrating Eastern and Western assessments to provide a thorough understanding of the etiology, pathophysiology, and differential diagnosis of these conditions. Treatment protocols in both acupuncture and herbal medicine will be presented. Internal OM III covers gynecology and pediatrics.

Prerequisite: T201, T202.

Credits/Hours: 3/45

### **T402 Internal OM IV**

The Internal OM series provides a detailed study of diseases, integrating Eastern and Western assessments to provide a thorough understanding of the etiology, pathophysiology, and differential diagnosis of these conditions. Treatment protocols in both acupuncture and herbal



medicine will be presented. Internal OM IV covers dermatology and modern medical disease categories.

Prerequisite: T201, T202.

Credits/Hours: 3/45

#### **T403 Classics of Oriental Medicine**

Students will be provided with a solid foundation in the theoretical roots of many of the modern principles of clinical practice through the study of the more important classical texts in the field of Oriental Medicine. Texts covered include the Huang Di Nei Jing Su Wen & Ling Shu, Shen Nong Ben Cao, Mai Jing, and Pi Wei Lun.

Prerequisite: T201, T202.

Credits/Hours: 3/45.

#### **T404 Practice Management**

To encourage high levels of professional development, students will learn the basics of running their own practice in a healthcare environment and building healthy business relationships. The course will cover the importance of concise record keeping, confidentiality, informed consent, scope of practice, malpractice and liability insurance, accounting, state and federal laws, insurance billing, and other aspects of practice management.

Prerequisite: None.

Credits/Hours: 3/45.

### **Department of Acupuncture** **(26 credits/390 hours)**

#### **A101 Acu-Points I**

#### **A102 Acu-Points II**

The first two levels of this four course series provides students an introductory study of Acupuncture, including surface anatomy, the system of proportional measurement, the complete channel system, Acu-Point classifications, and the location, name, number, functions, and indications of both regular channel points and extra points. Acu-Points I covers the channels of the Ren, Du, Lung, Large Intestine, Stomach, Spleen, and Heart. Acu-Points II covers the channels of the Small Intestine, Urinary Bladder, Kidney, Pericardium, San Jiao, Gall Bladder, and Liver.

Prerequisite: None.

Credits/Hours: 3/45 each.

#### **A201 Acu-Points III**

#### **A202 Acu-Points IV**

The last two levels of this four course series provide students an in-depth study of Acupuncture, emphasizing the clinical usage of the Acu-Points. Included are a review of the location, classifications, functions, and indications of regular channel points, and the additional study of many extra points. Acu-Points III covers the channels of the Ren, Du, Lung, Large Intestine, Stomach, Spleen, Heart, Small Intestine, and Urinary Bladder. Acu-Points IV covers the channels of the Kidney, Pericardium, San Jiao, Gall Bladder, Liver, as well as the Eight Extraordinary Channels and many extra points.

Prerequisite: A101 or A102 or concurrent enrollment.

Credits/Hours: 3/45 each.

#### **A203 Techniques of Acu-Moxa**

Students learn how to apply various treatment modalities, from basic needle insertion (including a study of needle types, lengths, and gauges), manipulations for tonification and sedation, needle withdrawal, electrical stimulation, and interdermal needling. Also covered will be direct and indirect moxibustion, bleeding techniques, cupping, plum blossom, seven star, and gwa sha. Finally, students will learn the contraindications for acupuncture treatment, and the management of accidents and emergencies that might occur during an acupuncture treatment. The goal of this course is for students to gain proficiency in the skills they will need as they begin their clinical internship.

Prerequisite: A101 or A102.

Credits/Hours: 2/30.

### **A301 Acupuncture Microsystems**

This course introduces students to some of the various Microsystems of acupuncture (ear, scalp, hand, laser, zone therapy, etc.), and ways of integrating these systems into their treatment strategies. Knowledge of these systems will enhance the student's overall education and offer them greater possibilities in the clinical setting.

Prerequisite: None.

Credits/Hours: 2/30.

### **A302 Tui Na**

Students will learn the essentials and techniques of practicing Chinese bodywork therapy, called Tui Na. This unique system will assist students in developing their abilities to apply what they learn in the clinic. Proper body mechanics will be emphasized to reduce the strain on the practitioner, while maximizing the effect for the patient.

Prerequisite: None.

Credits/Hours: 3/45.

### **A303 Acupuncture Orthopedics**

The course provides a study of the application of Acupuncture and related modalities in the treatment of musculo-skeletal disorders. The course covers orthopedic assessment from both an Eastern and a Western approach, accurate charting of conditions, and the development of a comprehensive treatment plan.

Prerequisite: B106.

Credits/Hours: 3/45

### **A401 Five Elements Acupuncture**

This class introduces students to the concepts of the Five Elements as it relates to healing in Chinese Medicine. Metal, Water, Wood, Fire, and Earth are the elements that need balance for an optimal health lifestyle. Students will learn to assess patient's conditions based on the five element theory and treat accordingly.

Prerequisite: A101, A102, T102, T103.

Credits/Hours 2/30

### **A402 Advanced Point Combination**

This course is to improve the students critical thinking skills and ability to create a comprehensive acupuncture point prescription based upon a differential Oriental medical diagnosis, including the integration of groupings of acu-points that are known to be clinically effective, the use of local and distal points, and many other combinations.

Prerequisite: A201, A202.

Credits/Hours 2/30

**Department of Chinese Herbal Medicine**  
**(33 credits/495 hours)**

**H101 Introductory Herbology**

This course combines the study of botany, as a western science, and an introduction into the study of Chinese herbal medicine. Students will learn the structure of plants and their biochemical components, the scientific terminology, and the botanical families and taxonomy, as well as the traditional Oriental categories and properties of herbs (taste, temperature, channels entered), and principles regarding dosages, toxicity, contraindications, and methods of preparation and delivery.  
Prerequisite: None. Credits/Hours: 3/45.

**H102 Materia Medica I**

**H201 Materia Medica II**

**H202 Materia Medica III**

This three semester course is a comprehensive study of over 300 medicinal substances that traditionally comprise the Oriental Materia Medica. These substances are presented according to their Chinese and Latin scientific name, the categories (such as Release the Exterior or Tonify Qi), taste, temperature, channels entered, toxicity, functions and indications, cautions and contraindications, and dosage. Also covered will be recent research and developments in the field of Chinese herbal medicine, as well as endangered species and appropriate substitutions.  
Prerequisite: H101 or concurrent enrollment. Credits/Hours: 3/45 for each. 9/135 total.

**H301 Dui Yao and Pao Zhi**

Students will be taught Dui Yao, the practice of combining medicinals to increase their therapeutic actions. The course is a bridge between the study of individual substances in the Materia Medica, and the more complex combinations used in the construction of herbal formulas.  
Prerequisite: H102, H201, H202 or concurrent enrollment. Credits/Hours: 3/45.

**H302 Chinese Dietary Therapy**

Traditional Chinese dietary therapy, which is the application of food as medicine will be introduced. The properties of foods are presented, including their taste, temperature, and function as well as dietary approaches to therapy for specific conditions or disease patterns.  
Prerequisite: H101. Credits/Hours: 3/45.

**H303 Herbal Formulas I**

**H401 Herbal Formulas II**

**H402 Herbal Formulas III**

A three-semester course teaches students the highest expression of herbal medicine: the creation of an herbal formula. Covered are many of the classic formulas, the meaning of their names, the herbal composition, functions and indications, cautions and contraindications, a detailed analysis of the formula, and ways to modify it to suit the needs of the individual patient.  
Prerequisite; H102, or concurrent enrollment. Credits/Hours: 3/45 for each. 9/135 total.

**H403 Shang Han Lun and Wen Bing I**

**H404 Shang Han Lun and Wen Bing II**

The course provides an advanced study of Chinese herbal medicine through an examination of Zhang Zhong Jing's classic work, the Shang Han Lun (Treatise on Cold Induced Disorders) and Wen Bing (Warm Febrile Disease). Covered are many of the classic formulas, the meaning of their names, the herbal composition, function and indications, cautions and contraindications, a detailed analysis of the formulas, and ways to modify to suit the needs of the individual patient. Prerequisite: H303, or concurrent enrollment. Credits/Hours: 3/45 for each. 6/90 total

**Department of Biomedicine**  
**(41credits/615 hours)**

**B101 History & Philosophy of Medicine**

A historical and philosophical perspective of traditional and Western medicines, how they diverged, and how to assess their relationship between science, Western allopathic medicine and other medical systems.

Prerequisite: None.

Credits/Hours: 2/30.

**B102 Western Medical Terminology**

A basic study of the language of science and medicine, including word roots, suffixes, prefixes, and combining forms. The course provides students with the foundation of a working medical vocabulary.

Prerequisite: None.

Credits/Hours: 1/15.

**B103 Biology**

This course is designed to provide our students with a basic understanding of the foundation science of biology. This course will cover principles of general and cellular biology, taxonomy, scientific method, genetics, evolution and natural selection, and energy flow in the ecosystem.

Prerequisite: None.

Credits/Hours: 3/45.

**B104 Chemistry**

This course is designed to provide our students with a basic understanding of the foundation science of chemistry. This course will cover principles of general chemistry, organic chemistry, and biochemistry, the elements, atoms, molecules, and chemical reactions.

Prerequisite: None.

Credits/Hours: 3/45.

**B106 Functional Anatomy and Kinesiology**

This class is designed for students to understand the body's structures, regions, and layers, from bones to ligaments, to superficial and deep muscles. Muscle profiles indicate origin, insertion, and innervations points while step-by-step instructions teach effective bone and muscle palpation.

Students will also learn how structures help the body move through joint motion, and passive and resisted range of motion techniques.

Prerequisite: None.

Credits/Hours: 3/45

### **B201a Anatomy and Physiology I**

### **B201b Anatomy and Physiology II**

A detailed study of the structure and functions of the human body mechanisms for maintaining homeostasis that covers all major tissues, organs, and systems, including the skeletal, muscular, respiratory, circulatory, nervous, endocrine, digestive, urinary, lymphatic, and reproductive systems.

Prerequisite: B106.

Credits/Hours: 3/45 each.

### **B202 Clinical Safety**

This course covers basic information relating to the medical clinic regarding fire safety and evacuation, EMS, biohazard cleanup, routine prevention of disease transmission through universal precautions and personal safety.

Prerequisite: None.

Credits/Hours: 1/15

### **B203 Clinical Psychology**

This course provides practical instruction regarding communication skills such as good listening, nutritional and lifestyle counseling, explaining health care issues, and general patient education, as well as managing psychological reactions that may arise during treatment, and when it is appropriate to make referrals. This is an important step in the personal growth and awareness of a practitioner of Oriental Medicine, since we see the mind, body, and spirit an integrated whole.

Prerequisite: None.

Credits/Hours: 3/45

### **B204 Pathophysiology I**

### **B301 Pathophysiology II**

### **B406 Pathophysiology III**

A three-semester course in which students will learn about the etiology, pathophysiology, signs, symptoms, diagnostic and lab procedures essential for forming a diagnosis, as well as the prognosis of the diseases discussed. An emphasis is placed on the clinically relevant information that graduates will find useful in their practice, and that may be essential for knowing when to refer their patients.

Prerequisite: B201a, B201b.

Credits/Hours: 3/45 each

### **B302 Physical Examination**

This course will familiarize students with the Biomedical methods of diagnosis. Students will learn the basics of how to perform a physical exam, how to measure and record vital signs, and understand the results of many diagnostic tests.

Prerequisite: B106.

Credits/Hours: 2/30.

### **B303 Pharmacology**

Students will learn a basic understanding of the use of pharmaceuticals in Biomedicine, with an emphasis on the classification, actions, and side effects of the more commonly prescribed

medications. Also covered will be the potential for negative interactions between pharmaceuticals and herbs or nutritional supplements.

Prerequisite: B103, B104.

Credits/Hours: 3/45.

### **B304 Western Nutrition**

Basic Western nutrition, including the role of specific vitamins and minerals in health, as well as common dietary programs being advocated will be studied.

Prerequisite: None.

Credits/Hours: 2/30.

### **B401 Survey of Clinical Practices**

This course is a survey of the diversity of fields in clinical practice of medicine, including osteopathy, podiatry, dentistry, psychology, nursing, chiropractic, naturopathy, and homeopathy, to familiarize students with the practices of other health professionals.

Prerequisite: None.

Credits/Hours: 1/15.

### **B403 East-West Research Methodology**

This course surveys both Oriental Medicine and Western Medicine research approaches essential for critical review. Students will learn about various research designs such as the double-blind placebo controlled trials, controls and how they are utilized, methods of critical analysis of published research, and how to apply this information into their future practice.

Prerequisite: None.

Credits/Hours: 2/30.

## **Department of Clinical Medicine** **(36credits/1080 hours)**

### **C101 Clinic Theater**

This course prepares the observer to become interns at our teaching clinic. Observers are exposed to clinical risk management, including HIPAA and OSHA regulations, clean needle technique, herb formulation, CPR and First Aid techniques and provided resources to prepare for pre-clinical exams. Students will be provided with opportunities to experience a mock treatment and witness treatments given by licensed practitioners in a theater-style clinic. In this setting, students will be able to gain experience developing their own clinical skills.

Prerequisite: T102, A101, or concurrent enrollment.

Credits/Hours: 1/30.

### **C102 Practitioner Observation**

Students observe senior licensed practitioners treat patients in our teaching clinic, with opportunities for observation and limited participation, to learn the procedures essential for effective clinical practice. Students will also be given an opportunity to visit and observe senior practitioners in their professional clinical settings in the community.

Prerequisite: T102 or concurrent enrollment in T102.

Credits/Hours: 2/60.

### **C201 Intern Observation**

This course introduces the new intern to the basic operations of the student clinic. Students will be given the experience of observing our interns in our teaching clinic, with the attending supervisor. Students will learn how the clinic operates, HIPAA compliance regarding

confidentiality of clinic records, observing how to assess and treat patients, and other essential information to prepare them for the next step of internship.

Prerequisite: None.

Credits/Hours: 3/90.

### **C202 Clinic Level I - Internship**

This first level of Clinical Internship introduces the new intern to clinical practice. Interns will learn to perform a complete intake and accurately record the information in the patient's chart, as well as develop their needling techniques, point location skills, and herbal knowledge.

Prerequisite: C101, C102, C201, CPR, Intern Permit.

Credits/Hours: 6/180.

### **C301 Clinic Level II - Internship**

As students enter the next level of clinic internship, they gradually progress towards assuming more of the responsibilities of the diagnosis and treatment of their patients, with assistance and guidance from the Clinical Supervisor.

Prerequisite: C202.

Credits/Hours: 6/180.

### **C302 Clinic Level III - Internship**

As students progress through the third level, they continue assuming more of the responsibilities of the diagnosis and treatment of their patients. Interns will build on their clinical and academic experience and develop their diagnostic skills, needling techniques, as well as Acu-point and herbal prescribing ability.

Prerequisite: C301.

Credits/Hours: 6/180.

### **C401 Clinic Level IV - Internship**

As students progress through the fourth level, they are expected to make a diagnosis and formulate a comprehensive treatment plan for their patients, using both acupuncture and herbal medicine, with the approval of the Clinical Supervisor. Interns will continue to build on their academic and clinical experiences to improve the quality of health care they deliver.

Prerequisite: C302.

Credits/Hours: 6/180.

### **C402 Clinic Level V - Case Management**

As students progress through the fifth and final level, they go from assuming more of the responsibilities of the diagnosis and treatment of their patients, to acting as the primary health care provider for their patients in the Teaching Clinic with a minimum of supervision or assistance and to recognize more serious illnesses that require referrals.

Prerequisite: C401.

Credits/Hours: 3/90

### **Electives**

**Required Minimum 3 Clinical Elective Credits: 3/90**

**Required Minimum 6 Didactic Elective Credits: 6/90**

Medical Chinese Acu-Points 3/45

Medical Chinese Herbs 2/30

Medical Qi Gong 2/30

Aroma Therapy and Spa Modalities 2/30

Trigger Points 3/45

Hawaiian Lomi Lomi	2/30
Foot Reflexology	2/30
Swedish Therapy	2/30
Myofascial Release / Deep Tissue	2/30
Acupuncture Physics (CA Board )	2/30
Japanese Hara Therapy	2/30

**Option One:**

Guangzhou China Externship: 90 hours elective (3.0 Credits) - Students may spend up to two consecutive weeks in elective externship rotations at Guangzhou University of Traditional Chinese Medicine. Tuition for the two week period will be paid directly to ICAOM by the student. This will cover both externship and lectures. Additional expenses and costs, including flights, accommodations, and meals, are to be covered by students directly.

**Option Two:**

Chengdu China Externship: 90 hours elective (3.0 Credits) - Students may spend up to two consecutive weeks in elective externship rotations at Chengdu University of Traditional Chinese Medicine. Tuition for the two week period will be paid directly to ICAOM by the student. This will cover both externship and lectures. Additional expenses and costs, including flights, accommodations, and meals, are to be covered by students directly.

**Option Three:**

Clinical Specialty Externship: Students spend up to three 30-hour periods in externship rotations, working with senior AOM or CAM practitioner/mentors of their choice in any location. Students may work with one AOM practitioner for up to 60 hours of elective credit and one CAM practitioner for 30 hours of elective credit. Students are responsible for identifying and contacting potential mentors and working out the logistical details of the externship. Students must develop a set of learning goals for each externship. Mentors and learning goals must be approved by ICAOM clinical faculty prior to beginning the elective. Mentors must generally have a minimum of 10 years of clinical experience to be approved. Mentors not associated with ICAOM must sign a contract of agreement with ICAOM which outlines expectations and requirements prior to approval and mentors must also agree to evaluate student progress using standard ICAOM evaluation instruments. ICAOM will provide the mentor with an honorarium. Any additional fees, expenses or costs of the externship must be covered by students directly.

The above electives are subject to location change based on availability.

**Time Frame**

The minimum time frame for students to complete the program is four (4) academic years, which is based on full-time enrollment and the satisfactory completion of all program requirements. Transfer students must attend a minimum of two (2) academic years. The maximum time frame for students to complete the program is six (6) calendar years.

**ICAOM POLICIES AND INFORMATION**



Webster's Dictionary defines Professionalism as "the conduct, aims, or qualities that characterize or mark a profession or a professional person".

All members of the Institute are expected to conduct and present themselves in a professional manner at all times. Everyone is expected to assist in creating and maintaining an educational environment which will ensure that students, faculty, and staff have the opportunity to achieve their educational objectives without unnecessary inconvenience, and assist in protecting the physical and emotional safety, welfare, and property of the Institute and its members.

Professional interaction between students, faculty, and staff is encouraged to maintain communication and promote respect. However, close personal relationships between students and faculty, staff, or patients, including romantic or sexual relationships are strongly discouraged, as they may obscure objectivity, and present an actual or potential conflict of interest. Such relationships may create opportunities for breaches of privacy, discrimination or favoritism, or violations of professional ethics.

Students, faculty, and staff, are responsible to know and comply with the policies and procedures of ICAOM. Improper conduct may result in either academic suspension (removal from all courses) for a minimum of one semester, expulsion from the program, or termination of employment based upon the severity of the misconduct as determined by the administration or the Governing Board.

- The possession of firearms, explosives, knives and other articles usable as weapons on the premises is forbidden.
- Students are reminded that commercialization of course material without the expressed written consent of the instructor (in order to protect the intellectual property rights of the instructor) violates the copyright law.
- The Administration must approve any commercial activity on ICAOM campus.
- It is illegal for students to receive any form of compensation for providing medical services to the public without a license, or provide medical services without direct supervision from a Licensed Acupuncturist.

### **APPEARANCE AND DRESS STANDARDS**

Professional attire is required in all ICAOM campus situations. Especially, in the Teaching Clinic, the specific dress code described in the Clinic Manual must be followed. ICAOM recognizes that student practice of Oriental medicine techniques on peers may require various stages of undress; Oriental medicine must be done in approved, scheduled clinic areas with appropriate draping.

ICAOM requests that students, staff, and faculty be sensitive to others when using scented products when attending ICAOM as some individuals may have an allergic reaction.

In balance, appropriate personal hygiene is important especially when working in close contact with others.

### **DRUG AND ALCOHOL FREE CAMPUS POLICY**

ICAOM is committed to the prevention of drug and alcohol abuse, and prohibits the possession, use, sale, or distribution of illegal narcotics, stimulants, depressants, or hallucinogens, along with

any drug paraphernalia, and the misuse of prescription drugs and alcohol, while on the school premises or at any ICAOM sponsored event. Violation of this policy shall be considered unprofessional conduct and is subject to disciplinary action.

Substance abuse in a medical setting can pose a threat to the safety of patients and others at the Institute. Any student or employee on campus whom ICAOM has reasonable grounds to believe is under the influence of illegal drugs or alcohol will be requested to leave the campus. Failure to leave the campus will require ICAOM to notify Law Enforcement for assistance. Refusal to cooperate may result in immediate suspension, expulsion, or termination. If the test is "positive" for use of illegal drugs, or shows a blood alcohol level greater than the legal limit, the student or employee will be subject to disciplinary action. Any level of alcohol content is grounds for suspension, expulsion, or termination of employment.

Smoking is also not allowed on any part of the campus.

### **STUDENT GRIEVANCE POLICY**

Students with a grievance about a specific staff or faculty member or any other concern are asked first to attempt to resolve the situation with the individual directly. If the student feels that the grievance was not resolved satisfactorily, the student then must submit his or her grievance in writing to the Director of Student Affairs. The Director will meet with the student, gather any additional information needed, and attempt to resolve the situation. If the student believes that the grievance has not been satisfactorily resolved, the student can request the grievance be brought to the Chancellor, who will meet separately with the student and with the individual grieved upon, and in consultation with the CEO/President, will make a final determination as to how the grievance will be resolved. If the student is not satisfied that ICAOM has adhered to this policy or been fair in its handling of the grievance, the student may contact the Accreditation Commission for Acupuncture and Oriental Medicine (ACAOM) at:

ACAOM  
7501 Greenway Center Drive, Suite 760  
Greenbelt, Maryland 20770  
Phone: (301) 313-0855 Fax: (301) 313-0912

### **POLICY PROHIBITING SEXUAL AND OTHER FORMS OF HARASSMENT**

**SEXUAL HARASSMENT IS ILLEGAL.** Sexual harassment is defined by law as unwelcome sexual advances, requests for sexual favors, and other verbal, visual or physical conduct of a sexual nature when:

- (1) submission to such conduct is made an explicitly or implicitly a term or condition of instruction, employment or participation in other activities at ICAOM,
- (2) submission to or rejection of such conduct by an individual is used as a basis for academic or employment decisions affecting such individual, or

(3) the conduct has the purpose or effect of unreasonably interfering with an individual's performance or creating an intimidating, hostile, or offensive work/study environment.

Examples of conduct that is deemed to be unwelcome are unwanted sexual advances, offering employment benefits in exchange for sexual favors, threatening reprisal after a sexual advance is declined, leering, displaying suggestive pictures, making sexual comments or jokes, and sending sexual letters or e-mails. Words and actions can be perceived differently from how they were intended. It is important to note that it is the **impact** of the behavior on others, not the **intent**, which is used to determine whether the behavior constitutes sexual harassment.

Behavior that discriminates against, or creates a hostile or intimidating environment for individuals who are not the direct target of the behavior, may also be sexual harassment. Sexual harassment may even occur in relationships that seem to be voluntary or consensual. Even if there are no conflicts of interest and both parties appear to have consented to the relationship, it may result in a perception of favoritism that can adversely affect the learning or working environment.

The Institute of Clinical Acupuncture and Oriental Medicine (ICAOM) is committed to creating and maintaining a community in which all persons who participate in the Institute's programs and activities can work together in an atmosphere free of all forms of harassment, exploitation or intimidation, including sexual. ICAOM is strongly opposed to sexual harassment.

## **COMPLAINT PROCEDURES FOR SEXUAL HARASSMENT**

Any students, faculty, employee, applicant for employment, customer, patient, or member of the general public who feels that he or she has been subjected to conduct that is prohibited by this Policy should immediately report the matter to CEO/President, Clinic Director, or the Student Body Representative. If the person feels uncomfortable with reporting the harassment to these individuals, he or she may report it to any other staff. ICAOM shall conduct a prompt, unbiased, and effective investigation of all allegations of prohibited harassment in as confidential a manner as possible.

## **CORRECTIVE ACTION/DISCIPLINE**

ICAOM shall take the necessary corrective action to prevent future occurrences of prohibited conduct. After an investigation, if the person who is determined to have engaged in conduct prohibited by this Policy is a student or employee, he or she shall be subject to appropriate disciplinary action, which may include immediate dismissal from the program and/or termination of employment.

## **TIME LIMITS**

A grievance must be filed within 30 days from when the grievant knew or should have known of the event being grieved.

## **POLICY AGAINST RETALIATION**

The Federal Law and ICAOM expressly prohibit retaliation against any individual that has brought a complaint of sexual harassment or taken part in an investigation or hearing. Retaliation can consist of threats, reprimands, negative evaluations, harassment in or out of the workplace, hazing, and other types of adverse treatments, such as surveillance and exclusion from business-related activities that are reasonably likely to deter protected activity by that individual or other students or employees. Any students or employee who engages in retaliation prohibited by this Policy shall be subjected to appropriate disciplinary action, up to and including immediate dismissal from the program or termination of employment.

## **EDUCATION AND TRAINING**

Each student or employee shall receive a copy of this Policy and acknowledge his or her receipt. New students or employees shall receive a copy of this Policy during orientation. A copy of this Policy shall be available on the premises. Also, to ensure that students and employees understand their rights and obligations and managers and supervisors understand their duties and responsibilities, ICAOM shall provide regular training about this Policy.

## **MEMBERS OF THE FACULTY**

### **ORIENTAL MEDICINE**

#### **Leon Letoto, MS., L.Ac**

Letoto completed his Bachelor's degree in Asian Studies at the University of Hawaii, Manoa, in 1978, and Graduated with a Master's in Acupuncture from the Tai Hsuan Foundation in 1987. Letoto is currently the Clinical Director of the Earth Source Acupuncture and Herbal Therapy Clinic, and is the President of the Hawaii Foundation for Chinese Culture and Arts. Letoto is also a member of the Phoenix Dance Chamber, a Chinese Dance Company that has toured extensively through-out Asia, and is an active Qi Gong Instructor.

#### **Catherine Yu-Ling Low, B.A.(Taiwan), Dipl. Ac., Dipl. C.H., L.Ac.**

Yu-Ling Low graduated from the Soo Chow University in Taipei, Taiwan with a B.A. in Japanese Language in (1981). She graduated from the Oriental Medical Institute of Hawaii in 1992. She is a Diplomate in Acupuncture and Chinese Herbs of the National Commission for the Certification of Acupuncture and Oriental Medicine (NCCAOM). She holds a professional staff

certificate issued by the Hawaii Department of Education in 1998.

**Wai Hoa Low, DAOM, MBA, Dipl. Ac., L.Ac.**

Dr. Low graduated from the Oregon College of Oriental Medicine with a Doctoral of Acupuncture and Oriental Medicine (2008). Dr. Low graduated from Chaminade University with a Master in Business Administration (2008). Dr. Low completed a 3 year master level program in Acupuncture with the Oriental Medical Institute of Hawaii in 1996. He is a Diplomate in Acupuncture of the National Commission for the Certification of Acupuncture and Oriental Medicine (NCCAOM). He is a certified Acupuncture Detoxification Specialist from NADA (2005), and is a national certified Clean Needle Technique Instructor from CCAOM (2004). Dr. Low studied advanced Acupuncture under the supervision of Senior Professor Li Shan Gao at Guanmen Hospital in Beijing, China, in 1997.

**Maritza Macy, M.S., L.Ac.**

Macy earned her Master of Science in Acupuncture and Traditional Chinese Medicine (2002) from the Pacific College of Oriental Medicine, San Diego, CA. She is a Diplomate of Acupuncture of NCCAOM. She is certified in Auricular Acupuncture for Drug Abuse and Smoke Cessation by NADA. She has completed training in Orthopedic Acupuncture Internship at RIMAC, University of California, La Jolla, CA.

**Randy Otaka, B.A., M.T.O.M., L.Ac.**

Randy Otaka earned his Bachelor of Arts Degree in Religion from William's College, where he also completed the Pre-Medical program, graduating Cum Laude in 1994. He earned his Master's Degree in Traditional Oriental Medicine from Emperor's College of Traditional Oriental Medicine, graduating Summa Cum Laude in 1999. Randy Otaka is in private practice in Honolulu, where he integrates Shiatsu and Thai bodywork into his Oriental Medicine practice, and is also a Tai Chi instructor in the community.

**John Welden, B.A., M.S.O.M., Dipl. Ac., L.Ac.**

Welden earned a BA in Arts (1993) from the University of Hawaii with a B.A. in Arts and a Master's of Science in Oriental Medicine from the Southwest Acupuncture College, in Santa Fe, New Mexico, graduating in 1997. Welden is a Diplomate in Acupuncture of the National Commission for the Certification of Acupuncture and Oriental Medicine and a Licensed Acupuncturist in the State of Hawaii. He has been in private practice since 1997.

**Xiaoqing Yang, B.S.(China), L.Ac., Dipl.Ac. & C.H.**

Xiaoqing Yang Freitas graduated with a Bachelor of Science in Medicine from the Nanjing University of Traditional Chinese Medicine, in Nanjing, China, in 1990. She has also worked in the Internal Medicine Department at the Jiangsu Provincial Hospital of TCM in Nanjing, China, specializing in Chinese herbal medicine from 1990 to 1993. From 1994 until 1999, Ms. Freitas worked at The Polyclinic of Traditional Medicine "INTERMED" Inc., in Moscow, Russia, as the Doctor in charge of Traditional Chinese Medicine.

**Yao-Yu Lee, MSOM, Dipl.Ac., Dipl. C.H., L.Ac.**

graduated with a Bachelor of Science in Public Health from Kaohsiung Medical University in Taiwan (1997). He earned a Bachelor of Science in Oriental Medicine from the Guangzhou University of Chinese Medicine in China (2004). Yao-Yu graduated with a Master of Science in Oriental Medicine at the Institute of Clinical Acupuncture and Oriental Medicine, HI 2008. Yao-Yu is a Diplomate in Acupuncture and Chinese Herbs of the National Commission for the Certification of Acupuncture and Oriental Medicine and a Licensed Acupuncturist in the State of Hawaii.

**Michael. Zanoni, M.S., L.Ac.**

Michael studied at the American College of Traditional Chinese Medicine in San Francisco, earning a master's degree in Traditional Chinese Medicine (1997.) He holds board certifications in Oriental Medicine, Acupuncture, and Chinese Herbology from the National Certification Commission for Acupuncture and Oriental Medicine. Besides Hawaii, Michael is licensed to practice acupuncture and Oriental medicine in three other states. He also has BA, MS, and PhD degrees in academic subjects not directly related to Oriental medicine.

**Shi Zhong Xiao, DTCM (China), Dipl. Ac., L.Ac.**

Dr. Xiao was awarded Doctor of Traditional Chinese Medicine by Suzhou Hospital of Traditional Chinese Medicine (1967). He completed the Third Traditional Chinese Medicine certification course approved by the Suzhou Public Health Bureau in 1966. Dr. Xiao is a Diplomate in Acupuncture of the National Commission for the Certification of Acupuncture and Oriental Medicine (NCCAOM) and a Licensed Acupuncturist in the State of Hawaii. Dr. Xiao has been in private practice since 1994.

## **BIOMEDICINE**

**Allison Bachlet, Ph.D., N.D.**

Dr. Allison Bachlet completed her Honors BSc in Nutritional Sciences at the University of Guelph, Canada. Her passion for wellness started here and manifested in volunteer work at a pediatric hospital and as a peer wellness educator. She won a Rhodes Scholarship in 2000 and completed her PhD at the University of Oxford, England, on the Faculty of Clinical Medicine, Department of Pediatrics. Her work in Pediatric Nutrition, Gastroenterology and Neurological disabilities won awards at several international conferences. The Boucher Institute of Naturopathic Medicine in Vancouver, Canada, is where Dr. Allison received her ND and found her true calling. Dr. Allison combines her knowledge of clinical science with her passion for alternative healing methods to provide the best care possible for her patients.

**Summer Baptist, N.D.**

Dr. Baptist is a licensed Naturopathic Physician, born and raised in Hawaii. She received her Bachelor of Science in Nutrition from Bastyr University (2001) and her Naturopathic Medical degree from the Canadian College of Naturopathic Medicine (2006). Dr. Baptist is an Adjunct Faculty member at the Hawaii Medical Institute. She has developed interest in nutritional counseling, women's health, and metabolic detoxification programs. Her enthusiastic approach to practice is guided by her belief that education is the fundamental building block to optimal patient care. Dr. Baptist has been in private practice since 2006.

**Edmund Bernauer, Ph.D.**

Dr. Bernauer graduated from the University of Illinois, Urbana with a Master's in Physical Education (1951), a Master's in Physiology (1959), and a Ph.D. in Physiology in 1962. Dr. Bernauer is a highly respected teacher and scientist, both directing the development of research programs as well as publishing 76 scientific papers on his own research, over 100 abstracts and limited distribution papers and videos, and supervising 39 Master's and Doctoral theses. Dr. Bernauer's particular interest is Exercise Physiology and more broadly, the study of metabolic physiology in man. Professor Bernauer has a long and distinguished career as an academic administrator. He was a department chair at the University of California at Davis on two different occasions, and chaired the Committee on Educational Policy of the Physiology Graduate Group for 10 years. Dr. Bernauer also served as chair of the UC Davis' Academic Senate's Committee on Privilege and Tenure for four years.

**Elizabeth Chen Christenson, MD, L.Ac.**

Dr. Christenson graduated from University of Sienna School of Medicine, Siena, Italy with a M.D. Degree (1981) and is licensed to practice in Hawaii and Ohio. She also earned her B.S. in Biology (1973) from Fu-Jen Catholic University, Taiwan, and a Master degree in Bacteriology (1973) from Wagner College Graduate School, New York, NY. Dr. Christenson graduated with a Master of Science in Oriental Medicine (2006) from the Institute of Clinical Acupuncture and Oriental Medicine, Honolulu, HI. She is an Associate Clinical Professor at the Department of Complementary and Alternative Medicine of the University of Hawaii, John A. Burns School of Medicine.

**Nancy Lamport-Hughes, Ph.D.**

Dr. Lamport-Hughes received her Bachelor's Degree in History and Social Science from the University of Minnesota in 1969, and then studied at the University of South Dakota, where she earned her Master's Degree in History and Social Science in 1970, and a Master's in Educational Psychology and Guidance in 1971. She earned her Ph.D. in Psychology from the Saybrook Graduate School and Research Institute in 1991, where she also received the Fetzer/Saybrook Research Scholarship. Dr. Lamport-Hughes is currently a Licensed Psychologist in the State of Hawaii, and works as a staff psychologist with the Rehabilitation Hospital of the Pacific since 1993, and with the Queen's Medical Center since 1997.

**Tate Rolfs, D.C.**

Dr. Rolfs earned his Bachelor of Science Degree in Chemical Engineering from Tulane University in 1970, and earned his Doctor of Chiropractic from Palmer College graduating Magna Cum Laude in 1980. Dr. Rolf also served as a Fighter Pilot for the US Air Force from 1970 to 1976. He is also licensed in Iowa and Kentucky and specializes in musculoskeletal, low back and disc disorders. He has been in private practice in Hawaii since 1980.

**Robert Smith, Ph.D.**

Dr. Smith earned his B.S.(Engineering), from California Institute of Technology in 1951; and a Ph.D. (Physiology and Biophysics), from the University of Washington, Seattle, in 1962. He is presently a Professor Emeritus from the University of California, Davis, where he was a Professor of Human Physiology, in the School of Medicine, from 1968. He also was a member

of the Department Physiology & Biophysics, in the College of Medicine, at the University of Kentucky, from 1963-1967. He served in various academic administrative positions at the University of California, between the years of 1970-1992. Dr. Smith is a Fogarty Senior International Fellow, was member of the ARC Institute of Animal Physiology, in Babraham, Cambridge, England, from 1975-76, and a University Visiting Lecturer, in the Godfrey Higgins School of Medicine, at the University of Zimbabwe, Salisbury, Zimbabwe, in 1980.

**Craig Twentyman, Ph.D., MSOM, L.Ac.**

Dr. Twentyman received a Ph.D. from the University of Wisconsin in Clinical Psychology (1978) and a Master's degree in Oriental Medicine from the Institute of Clinical Acupuncture and Oriental Medicine (2006). He has been on the faculty of several universities and founded a child abuse treatment center at the University of Rochester. While at the University of Hawaii, he received a five year research award examining psychosocial variables and coronary heart disease. He is a licensed clinical psychologist and acupuncturist, certified substance abuse counselor, and certified detoxification specialist.

## **GUEST SPEAKERS AND VISITING FACULTY**

**John Abramson, L.M.T., L.Ac.**

Abramson graduated from the Oriental Medicine Institute of Hawaii in 1987, where he later served as the Dean of Clinical Affairs and taught there for seven years. He received his massage license in 2000, and also teaches acupressure to massage students at the Hawaii College of Health Sciences Massage School. Abramson also enjoys the practice of Tai Ji Quan and is currently in private practice on the North Shore of Oahu.

**Leanne Chee, Dipl. C.H., L.Ac.**

Leanne came from a family of Chinese physicians. She followed her father in the study of Chinese Herbology and received her education from the Chinese Medical Institute in Hong Kong, graduating in 1978. She is certified in Chinese Herbology from the National Certification Commission for Acupuncture and Oriental Medicine, and has a professional staff certificate to teach at ICAOM issued by the Hawaii Department of Education in 1998. Ms. Chee has a very successful acupuncture and Chinese herbal medicine practice in Honolulu, and specializes in women's health, pediatrics, and internal medicine.

**Denis Courtois, Ph.D.**

Dr. Courtois earned his doctorate in Physics (1998) from the University J. Fourier, Grenoble, France. He studied the crystallographic and magnetic properties of the RE<sub>3</sub>Fe<sub>29</sub> compounds, with RE = rare earth at the University of New South Wales, Sydney, Australia between 1993 - 1997. Dr. Courtois is a Researcher in magnetic materials at Laboratoire Magnetisme L. Neel, CNRS, Grenoble, France. He speaks fluently in English, French, Spanish, and Italian.

**Lee Hsin Fang, DPM, Dipl. Ac. & C.H., L.Ac.**



Dr. Fang graduated as a Doctor of Podiatric Medicine in 1999 from the California College of Podiatric Medicine, San Francisco. Dr. Fang earned B.S. degree from the University of Illinois, in 1995, in Biology and Pre-Med. Dr. Fang also earned a Master of Oriental Medicine (2003) from the Atlantic Institute of Oriental Medicine, Florida. Dr. Fang is a Diplomate of the National Certification Commission of Acupuncture and Oriental Medicine and has been in private practice since 2004.

**Ila Jhaveri, MS, L.Ac.**

Ila Jhaveri completed her undergraduate studies at Friends World College in England, France, and Costa Rica, and graduated with Master's in Oriental Medicine from the Tai Hsuan College of Acupuncture and Herbal Medicine (Hawaii) in 1995. Ms. Jhaveri previously taught language, being fluent in English, French, and Spanish, and is currently in private practice of Oriental Medicine, specializing in women's health.

**Eugene Lee, M.D.**

Dr. Lee completed both his undergraduate degree in Psychology in 1978 and his Master's in Physiological Psychology in 1982, from the University of Hawaii. He received his Medical Degree in 1994 from the University of Washington. He completed his residency at the University of Hawaii Internal Medicine/Pediatric Residency Program from 1994 through 1998.

**Michael Sinclair, B.S., M.A.O.M., Dipl. Ac., L.Ac.**

Mr. Sinclair graduated from North Seattle Community College, Washington, in 1991 as an Emergency Medical Technician, and worked briefly with Shannon Ambulance services and Harborview Medical Center Emergency Room, and is currently a Certified Instructor for the Red Cross. Sinclair received his Bachelor's degree in Natural Health Sciences from Bastyr University in 1995, and completed his Master's of Science in Acupuncture and Oriental Medicine from Bastyr in 1997.

**Terry Oleson, Ph.D.**

Dr. Oleson holds a Ph.D. in Psychobiology from the University of California, Irvine. He has published over 20 scientific articles and several books on auricular acupuncture. He presented his work at the World Health Organization in 1990 and was a speaker at international symposiums in France in 1994 and 2000 and China in 1995. Dr. Oleson has conducted pioneering research on auricular diagnosis at the UCLA Pain Management Center, and chairs the Department of Psychology in the Division of Behavioral Medicine at the California Graduate Institute.

**David Legge, D.O. Dipl. TCM.**

Dr. Legge, author of "Close To the Bone", graduated as an osteopath and acupuncturist in 1980, and completed his post-graduate acupuncture training at the College of TCM in Nanjing, China in 1982. He has been in clinical practice for over 20 years, and specializes in acupuncture treatment of painful musculo-skeletal disorders. Well known for his sense of humor, dramatic needling techniques and clear presentation of diagnostic methods, Dr. Legge has lectured before groups of acupuncturists, osteopaths, chiropractors and MDs in the U.S.,

Australia and New Zealand.

**Peter Holmes, L.Ac., M.H., A.H.G.**

Holmes is a practitioner of Oriental Medicine and is a medical herbalist. He originally apprenticed for two years with herbalist Dr. David Lee in London, England, and graduated from the College of Traditional Chinese Acupuncture (U.K.) in 1980. He went on to study with Ted Kaptchuk, OMD and Henry Lu, Ph.D., and completed postgraduate studies in Chinese medicine at the Ecole Européene d'Acupuncture in Paris, France. Holmes then completed Western Herbal Medicine training at the College of Consultant Herbalists in England. Holmes researches, writes and lectures extensively in the field of both Oriental and Western herbal medicine, bringing to his programs over 20 years of study, clinical practice and teaching experience.

**John Chen, Ph.D., Pharm.D., OMD, L.Ac.**

Dr. Chen is the recognized authority on western pharmacology and Chinese herbal medicine. He graduated from the University of Southern California (USC) School of Pharmacy and South Baylor University of Oriental Medicine (California). He also received extensive post-graduate training in China specializing in herbology and internal medicine. He currently teaches herbal medicine at USC, Chinese herbology at South Baylor University (California), and western pharmacology at Yo San University (Los Angeles, CA). He is the Chair of the Herbal Medicine Committee for the American Association of Oriental Medicine (AAOM) and an herbal consultant for the California Association of Acupuncture and Oriental Medicine (CAAOM).

**Maoshing Ni, Ph.D., OMD, L.Ac.**

Dr. Ni earned his OMD, a Ph.D., from Samra University (Los Angeles, CA) in 1988, did his Postgraduate residency at Zhong Shan Hospital, Shanghai Medical University, China, and became a Licensed Acupuncturist in 1985. He is the author and English translation of Neijing Suwen, (The Yellow Emperor's Classic of Medicine) and Chinese Herbology Made Easy, The Eight Treasures: Energy Enhancement Exercise; and Co-author of Tao of Nutrition, TCM Dietetics: Principles & Practice. He has been in private practice since 1985. He was an Instructor, at Samra University, 1985; and an Instructor at the Emperor's College (California) (1985-88). He received the Acupuncturist of the Year Award, 1987.

**Michael J. Hamilton, B.A., MAOM., L.Ac.**

Hamilton graduated from University of Kansas with a B.A. in Architecture (1993) and a Master's in Acupuncture and Oriental Medicine from Tai Hsuan Foundation in Hawaii (1996). Hamilton is a registered healer with the Ba Xian Gong Temple, China, since 1997. He is currently in private practice in Honolulu, where he employs a variety of modalities, including; acupuncture, herbs, Qi Gong, Tui-Na, dietary counseling, meditation, and Feng Shui.

**Susan Fierro, M.P.H., R.D.**

Ms. Fierro has a B.S. in Food Science and Human Nutrition, University of Hawaii, 1990; and a Masters of Public Health, (MPH) in Nutrition, University of Hawaii. Ms. Fierro serves as Director of Nutrition Services at The Honolulu Medical Group, Inc. She is also a member of the Hawaii Dietetic Association, the American Dietetic Association, and a member of the following Dietetic Practice Groups: Vegetarian Nutrition, Sports and Cardiovascular Nutrition, Consulting

Nutritionists, Environmental Nutrition, and Diabetes Care and Education.

**Robert Johns, L.Ac.**

Johns graduated from the San Francisco College of Acupuncture and Oriental Medicine (SFCAOM), 1985, and received advanced training at Samra University of Oriental Medicine, Los Angeles, California, 1989. He became a Licensed Acupuncturist, California, 1986; and is a member of the Faculty, SFCAOM and Meiji College, Berkeley, CA. He is also the author of "The Art of Acupuncture Technique".

**Laurie Steelsmith N.D., L.Ac.**

Dr. Steelsmith graduated from the Evergreen State College (Olympia, WA) with a B.A. (1988) and a B.S. in Natural Health Sciences and an M.S. in Acupuncture, and received a Doctorate in Naturopathic Medicine from Bastyr University (Seattle) (1993). Dr. Steelsmith is a Diplomate of the National Commission for the Certification of Acupuncturists. She is a member of the Hawaii Society of Naturopathic Physicians, American Association of Naturopathic Physicians, and Hawaii Acupuncture Association. Dr. Steelsmith has Acupuncture and Naturopathic License in the State of Hawaii and Naturopathic Medicine License in the State of Washington. She is the author of "Natural Choices for Women's Health: How the Secrets of Natural and Chinese Medicine Can Create a Lifetime of Wellness".

**Gary Saito, D.C.**

Dr. Saito received a Doctor of Chiropractic from Palmer College of Chiropractic in West Sunnyvale, CA, 1984. Dr. Saito has more than 12 years of experience in private practice in Hawaii. Dr. Saito was the Executive Director of the Hawaii State Chiropractic Association and is the President and CEO of Chiro First Hawaii, a chiropractic doctor provider organization.

**Laura Santi, L.Ac., Dipl. Ac.**

Ms. Santi is nationally and state licensed in Oregon. She graduated from the New England School of Acupuncture (Massachusetts) in 1991 and pursued further clinical training in Shanghai, China. She also attended the Traditional Acupuncture Institute in Maryland to learn the Five Element style, and the Oregon College of Oriental Medicine for further education. Other education includes certification in teaching classical Hatha yoga in 1987, the study of homeopathy from the New England School of Homeopathy, and the practice of Aikido for two years.

**MEMBERS OF THE ADMINISTRATION**

**President/CEO**

**Wai Hoa Low, DAOM, MBA, Dipl. Ac., L.Ac.**

Dr. Low graduated from the Oregon College of Oriental Medicine with a Doctoral of Acupuncture and Oriental Medicine (2008). Dr. Low graduated from Chaminade University with a Master in Business Administration (2008). Dr. Low completed a 3 year master level program in acupuncture with the Oriental Medical Institute of Hawaii in 1996. He is a Diplomate in Acupuncture of the National Commission for the Certification of Acupuncture and Oriental Medicine (NCCAOM). He is a certified Acupuncture Detoxification Specialist from NADA (2005) and is a national certified Clean Needle Technique Instructor from CCAOM (2004). Wai studied advanced acupuncture under the supervision of senior professor Li Shan Gao at Guanmen Hospital in Beijing, China, in 1997.

**Chancellor of Academic Affairs  
Edmund Bernauer, Ph.D.**

Dr. Bernauer graduated from the University of Illinois, Urbana with a Master's in Physical Education (1951), a Master's in Physiology (1959), and a Ph.D. in Physiology in 1962. Dr. Bernauer is a Professor Emeritus in Exercise Biology, Division of Biological Sciences and in the Department of Physical Medicine and Rehabilitation, in the School of Medicine at the University of California, Davis. Dr. Bernauer is a highly respected teacher and scientist, both directing the development of research programs as well as publishing 76 scientific papers on his own research, over 100 abstracts and limited distribution papers and videos, and supervising 39 Master's and Doctoral theses. Dr. Bernauer's particular interest is Exercise Physiology and more broadly, the study of metabolic physiology in man. Professor Bernauer has a long and distinguished career as an academic administrator. He was a department chair at the University of California at Davis on two different occasions, and chaired the Committee on Educational Policy of the Physiology Graduate Group for 10 years. Dr. Bernauer also served as chair of the UC Davis' Academic Senate's Committee on Privilege and Tenure for four years.

**Director of Student Affairs  
Craig Twentyman, Ph.D., MSOM, L.Ac.**

Dr. Twentyman received a Ph.D. from the University of Wisconsin in Clinical Psychology (1978) and a Master's degree in Oriental Medicine from the Institute of Clinical Acupuncture and Oriental Medicine (2006). He has been on the faculty of several universities and founded a child abuse treatment center at the University of Rochester. While at the University of Hawaii, he received a five year research award examining psychosocial variables and coronary heart disease. He is a licensed clinical psychologist and acupuncturist, certified substance abuse counselor, and certified detoxification specialist.

**Clinic Director/CFO  
Catherine Yu-Ling Low, B.A. (Taiwan), Dipl. Ac., Dipl. C.H., L.Ac.**

Yu-Ling (Catherine) Low graduated from the Soo Chow University in Taipei, Taiwan with a B.A. in Japanese Language in (1981). She graduated from the Oriental Medical Institute of Hawaii in 1992. She is a Diplomate in Acupuncture and Chinese Herbs of the National Commission for the Certification of Acupuncture and Oriental Medicine (NCCAOM). She holds a professional staff certificate issued by the Hawaii Department of Education in 1998

**Registrar  
Jeanne E. Bernauer**

Ms. Bernauer served as the Assistant Dean of Personnel, College of Letters and Science, at the University of California, at Davis (UCD) from 1996-2001. Prior to this, she worked as a Manager for the Dean's Office, College of Letters and Science, UCD, from 1989-1996. She has further experience as a manager for the both the Department of Geology (1985-89) and the Department of Art (1964-85), also at UCD. In addition, she recently served as Interim Director for the Sexual Harassment Education Program for the Davis Campus.

#### **Financial Aid Coordinator**

##### **Lyna Morimoto, BA, BFA, MAc, DAc**

Ms. Morimoto has numerous degrees and licenses including a BFA and BA from University of Hawaii at Manoa; a Masters in Acupuncture; a Doctor of Acupuncture; and a Massage License since 1988, to name a few of her accomplishments. She has maintained an active practice from 1988 to the present and has an extensive resume of participation in workshops and conferences.

#### **Library Consultant**

##### **Patricia Lai, BA, MLIS**

Ms. Lai graduated with a Master's in Library Information Science from the University of Hawaii at Manoa in 1985. She also has a Bachelor's of Arts in Hawaiian Studies from UH, Manoa in 1983. She also has published two articles entitled "Na Mea Imi I Ka Wa Kahiko; An Annotated Bibliography of Hawaiian Archaeology", from the University of Hawaii, Manoa Presses (Social Science Research Institute), and an "Index to the Pacific Island Articles in the Deutsche Kolonialzeitung, 1886-1915," from the Bishop Museum Press. Her background experience includes serving as Archivist for the State of Hawaii, and a Librarian at the Bishop Museum.

#### **Administrative Assistant**

##### **Theresa Avillar, B.S, MSOM.**

Ms. Avillar graduated from the University of Phoenix with a Bachelor of Science in Human Services (2003). She earned her Master of Science in Oriental Medicine at the Institute of Clinical Acupuncture and Oriental Medicine (2008). Ms. Avillar was Financial Services Representative at University of Phoenix- Honolulu Campus from 2001 to 2004. She has volunteered at the River of Life and Guardian Ad Litem over 400 hours of service.

## **MEMBERS OF THE GOVERNING BOARD**

### **Chair**

#### **Eugene Lee, M.D.**

Dr. Lee completed both his undergraduate degree in Psychology in 1978 and his Master's in Physiological Psychology in 1982, from the University of Hawaii. He received his Medical Degree in 1994 from the University of Washington. He did his residency with the University of Hawaii Internal Medicine/Pediatric Residency Program from 1994 through 1998. He has been in private practice at several hospitals on Oahu since 1998 and at his office in Kuakini since 1999 and his main office at Kapiolani since 2000.

### **Vice Chair**

#### **Leanne Chee, Dipl. C.H., L.Ac.**

Ms. Chee came from a family of Chinese physicians. She followed her father in the study of Chinese Herbology and received her education from the Chinese Medical Institute in Hong Kong, graduating in 1978. Chee has a very successful acupuncture and Chinese herbal medicine practice in Honolulu, and specializes in women's health, pediatrics, and internal medicine. She holds a professional staff certificate issued by the Hawaii Department of Education in 1998.

### **Treasurer**

#### **Catherine Yu-Ling Low, B.A. (Taiwan), Dipl. Ac., Dipl. C.H., L.Ac.**

Yu-Ling (Catherine) Low graduated from the Soo Chow University in Taipei, Taiwan with a B.A. in Japanese Language in (1981). She graduated from the Oriental Medical Institute of Hawaii in 1992. She is a Diplomate in Acupuncture and Chinese Herbs of the National Commission for the Certification of Acupuncture and Oriental Medicine (NCCAOM). She holds a professional staff certificate issued by the Hawaii Department of Education in 1998.

### **Secretary**

#### **Liberata Orallo, L.Ac., MSOM**

Orallo earned her B.A. from Mills College in Oakland, CA, graduating with honors in 1976. She was trained by Kahuna [Master] Aunty Margaret Machado in the ancient healing of Hawaiian Lomilomi [massage], and was Valedictorian of her graduating class from the Institute of Clinical Acupuncture and Oriental Medicine in 2002, where she received her Master of Science in Oriental Medicine Degree. She previously served as publisher and editor of "New You! Positive Lifestyle Magazine" and a Legislative Committee Clerk for the Hawaii State House of Representatives, and a Legislative Assistant for the Hawaii State Senate.

### **Director**

#### **Wai Hoa Low, DAOM, MBA, Dipl. Ac., L.Ac.**

Dr. Low graduated from the Oregon College of Oriental Medicine with a Doctoral of Acupuncture and Oriental Medicine (2008). Dr. Low graduated from Chaminade University with a Master in Business Administration (2008). Dr. Low completed a 3 year master level program in acupuncture with the Oriental Medical Institute of Hawaii in 1996. He is a Diplomate in Acupuncture of the National Commission for the Certification of Acupuncture and Oriental Medicine (NCCAOM). He is a certified Acupuncture Detoxification Specialist from NADA (2005), is a national certified Clean Needle Technique Instructor from CCAOM (2004). Dr. Low

studied advanced acupuncture under the supervision of senior professor Li Shan Gao at Guanmen Hospital in Beijing, China, in 1997.

## **MEMBERS OF THE ADVISORY BOARD**

### **Chair**

#### **Robert Smith, Ph.D.**

Dr. Smith earned his B.S. (Engineering), California Institute of Technology 1951; Ph.D. (Physiology and Biophysics), University of Washington, Seattle, 1962. He is a Professor Emeritus in Human Physiology, School of Medicine, University of California, Davis, (1968-present). From 1963-1967, he was in the Department of Physiology and Biophysics, College of Medicine, University of Kentucky. He has held various academic administrative positions at the University of California, 1970-1992. He also was a Fogarty Senior International Fellow, ARC Institute of Animal Physiology, Babraham, Cambridge, England, from 1975-76 and was a Visiting Lecturer, Godfrey Higgins School of Medicine, University of Zimbabwe, Salisbury, Zimbabwe, in 1980.

### **Vice Chair**

#### **Nancy Lampport-Hughes, Ph.D.**

Dr. Lampport-Hughes received her Bachelor's Degree in History and Social Science from the University of Minnesota in 1969, and then studied at the University of South Dakota, where she earned her Master's Degree in History and Social Science in 1970, and a Master's in Educational Psychology and Guidance in 1971. She earned her Ph.D. in Psychology from the Saybrook Graduate School and Research Institute in 1991, where she also received the Fetzer/Saybrook Research Scholarship. Dr. Lampport-Hughes is currently a Licensed Psychologist in the State of Hawaii, and works as a staff psychologist with the Rehabilitation Hospital of the Pacific since 1993 and with the Queen's Medical Center since 1997.

### **Secretary**

#### **Romella O. Javillo-Doble, MBA, CPA.**

Javillo-Doble received her Bachelor of Business Administration with Distinction in Accounting with in December 1999 from the University of Hawaii at Manoa. She earned her Masters in Business Administration at Chaminade University of Honolulu (2007). She is a member of Phi Theta Kappa Honor Society and the All American Scholar Association. She worked as a Certified Public Accountant from 2000 to 2005 and then became an Internal Auditor in 2005 to the present. She is a member of the American Institute of Certified Accountants and a member of Toastmasters International.

#### **Elizabeth Fujiwara, MSW, Esq.**

Fujiwara received a B.A. in Sociology from Loyola University in New Orleans, LA, in 1967, a Master of Social Work from the University of Hawaii in 1971, and a Juris Doctor Degree from the University Of Hawaii School Of Law in 1983. Her professional associations include: Founder of the National Employment Lawyers Association, Hawaii Chapter, where she served as President from 1993-1996; American Trial Lawyers Association; Association of Plaintiff Lawyers of Hawaii, Board of Governors; Hawaii Trial Lawyers Association; Hawaii Women Lawyers; Hawaii Bar Association, Labor and Employment Law Committee; and Civil Rights Consortium.

**Laurie Steelsmith, N.D., L.Ac.**

Dr. Steelsmith graduated with a B.A. in 1988 from the Evergreen State College, and earned B.S. in Natural Health Sciences, an M.S. in Acupuncture, and a Doctorate in Naturopathic Medicine from Bastyr University in Seattle, Washington, in 1993. She is the owner and primary physician of Kahala Natural Health Center, a Diplomate of the NCCAOM, a member of the Hawaii Society of Naturopathic Physicians, American Association of Naturopathic Physicians, and the Hawaii Acupuncture Association.

**Regina Taylor, Esq.**

Taylor received her B.A. in English from Creighton University, Nebraska, in 1974, and her Juris Doctor degree from the Richardson School of Law at the University of Hawaii in 1983. Her areas of legal practice include Family Law, Small Businesses, Estate Planning, and Real Estate. Other interests are Martial Arts, tennis, reading, alternative medicine, and creative writing.



## **HELPFUL INFORMATION**

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Accreditation Commission for Acupuncture and Oriental Medicine  
Maryland Trade Center 3,  
7501 Greenway Center Drive, Suite 760,  
Greenbelt, MD 20770  
Phone: (301) 313-0855 Fax: (301) 313-0912  
[www.acaom.org](http://www.acaom.org)

Council of Colleges of Acupuncture and Oriental Medicine  
3909 National Drive, Suite 125, Burtonsville, MD 20866  
Phone: (301) 476-7790  
[www.ccaom.org](http://www.ccaom.org)

National Certification Commission for Acupuncture and Oriental Medicine  
76 South Laura Street, Suite 1290  
Jacksonville, Florida 32202  
Phone: 904-598-1105 Fax: 904-598-5501  
[www.nccaom.org](http://www.nccaom.org)

Hawaii State Board of Acupuncture  
DCCA, PVL Licensing Branch, P.O. Box 3469, Honolulu, HI 96801  
Phone: (808) 586-2698  
[www.hawaii.gov/dcca](http://www.hawaii.gov/dcca)

Hawaii Acupuncture Association  
P.O. Box 11202, Honolulu, HI 96828  
Phone: (808) 538-6692 (MOXA)  
[www.hawaiiacupuncture.org](http://www.hawaiiacupuncture.org)

Federal Student Aid Information Center  
P.O. Box 84, Washington, D.C. 20044-0084  
Phone: 1-800-433-3242 (1-800-4-FED-AID)  
[www.studentaid.ed.gov](http://www.studentaid.ed.gov)

National Network of Libraries of Medicine  
[www.nlm.nih.gov](http://www.nlm.nih.gov)  
<http://medlineplus.gov>  
<http://pubmed.gov>

Hawaii State Library  
478 South King Street  
Honolulu, Hawaii 96813-2901  
[www.librarieshawaii.org](http://www.librarieshawaii.org)  
808-586-3500

## NOTES

### **EQUAL OPPORTUNITY & NONDISCRIMINATION**

The Institute is committed to a policy of equal opportunity and nondiscrimination in all aspects of its relations with faculty, students, staff members and applicants, regardless of race, sex, color, religion, national origin, age, disability, sexual orientation, marital or parental status. Inquiries regarding these policies may be addressed to the CEO/President. The Institute of Clinical Acupuncture and Oriental Medicine (ICAOM) prohibits the harassment of any students, faculty, employee, applicant for employment, customer, patient, or member of the general public based on an individual's race, religion, national origin, age, sex, handicap status, disability, arrest and court record, marital status or sexual orientation.