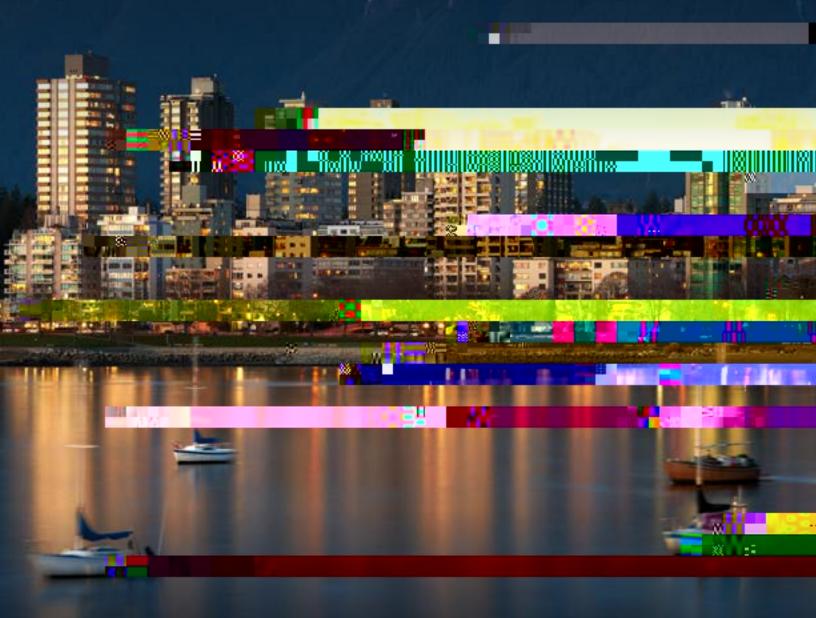
## **BOUCHER**



# Academic Calendar 2021–22



ccnm.edu/campuses/ccnm-boucher-campus

If you are a new student, you are entering a community of individuals who view the healing of others as a calling. They do not simply want to enter a profession; they are answering a calling that will lead to greater fulfillment in life. If you are a returning student, I suspect you appreciate how special your fellow students are. We are proud to be a community that "cares and shares".

Studying at Boucher is not only about learning. It's also

## **Table of Contents**

Α	CCNM		5
The	College		5
Histo	ory of Naturopathic	Medicin	n BC5
Dr. J	osep <mark>in</mark> Boucher, ND		5
Doct	tor o Naturopathic	Medicine P	rogram6
Our	Clini <mark>c</mark> s		6
A	21 2022 B D	С	7
20	1 2022 B	IC .	
С	D		8
н	<b>A</b>		9
Α	R	ļ	10
Acad	demic Requirement	S	10

## Table of Contents cont'd

	<b>E</b> :	
	В	35
Convocat	on & Graduate Awards	35
P		36
Program	Duration	36
Academi	Sessions	36
A	P	37
Academi	c Standing Policy	37
Attendan	nce Policy	41
Remote 0	Class Attendance	41
Academi	c Attendance Procedures	41
Academi	c Absence Procedure	41
Clinic Att	endance Policy	42
Observar	nce of Religious Holidays	42
Examinat	ion Procedures	42
Progress	Reports	43
Evaluatio	n and Grade Definitions	43

# Table of Contents cont'd

C R	92
Clinical Education Pro	gram92
Clinical Competencies	92
Transition to Seconda	ry Clinician Requirements92

Dr. Boucher's practice was truly holistic, blending psychology with natural medicines and exercise. He was a true Hippocratic physician who taught correct living. While Dr. Boucher did not live to see this school's inception, he was a respected and inspiring advocate for naturopathic medicine and high standards of naturopathic medical education. It is said he was a key figure in keeping naturopathic medicine alive during challenging times. We honour Dr. Boucher and his contributions by taking his name for our campus and by preserving his example of the highest standards of excellence.

The first two years are focused on teaching the foundJ0.01 T-7.7 (t)9.3 (3

## DOC OR OF NA ROPA HIC MEDICINE PROGRAM

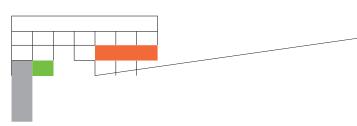
CCNM's – Boucher Campus is known for its rigorous, integrated, systems based, biomedical and clinical sciences program. The program provides for the development of critical inquiry and the application of evidence informed practice through case-based learning. Through a combination of didactic and practical learning experiences CCNM's – Boucher Campus provides students with a thorough exposure to increasingly complex theory in biomedical and clinical sciences as well as naturopathic modalities. There are small group, case-based learning activities throughout the program that facilitate critical inquiry and the application of learning. Cohorts are small with the average cohort being 25-30 students.

## 2021–2022 Boucher Campus Academic Dates

					20	21	
Σ		М				F	
ERM				1			4
	5	6	7	8	9	10	11
FALL	12	13	14	15	16	17	18
F	19	20	21	22	23	24	25
	26	27	28	29	30		

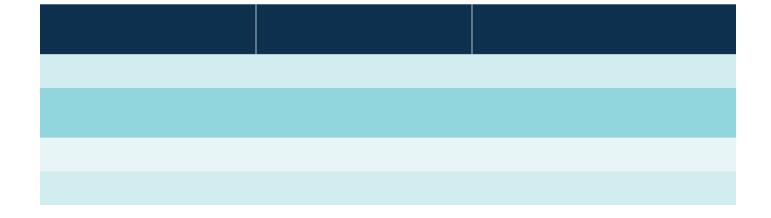
	C	)		2021			
	М				F		
					1	2	
3	4	5	6	7	8	9	
10	11	12	13	14	15	16	
17	18	19	20	21	22	23	
24	25	26	27	28	29	30	
31							

## 2021–2022 Boucher Campus Clinic Dates



					20	21	
Σ		М				F	
ERM				1	2	3	4
	5	6	7	8	9	10	11
FALL	12	13	14	15	16	17	18
Ŧ,	19	20	21	22	23	24	25
	26	27	28	29	30		

	0			2021			
		М				F	
ERM						1	2
ш	3	4	5	6	7	8	9
ובו	10	11	12	13	14	15	16
FALL	17	18	19	20	21	22	23
-	24	25	26	27	28	29	30
	31						



## **Admission Requirements**

The Canadian College of Naturopathic Medicine – Boucher Campus is committed to excellence in naturopathic education and to the success of our graduates. All candidates for admission are evaluated based on their academic history and personal interview, as well as their motivation for becoming a naturopathic doctor, leadership skills, problem solving and critical-thinking skills, and specific personal qualities and characteristics.

## **ACADEMIC REQ IREMEN**

CCNM's - Boucher Campus accepts applicants from all duly licensed or accredited post-secondary institutions in Canada or abroad. Admissions requirements can be found on the website at <a href="https://www.ccnm.edu/future-students/admissions">https://www.ccnm.edu/future-students/admissions</a>. Admission to the naturopathic program requires an undergraduate degree of no less than 90 credits with an expected minimum GPA of 2.7.

## PREREQ I I E CO R E

In addition to the degree requirement applicants must successfully complete the following prerequisites:

R C	C H	R .
General Biology	6	It is strongly recommended that the requirement be fulfilled by 6.0 credit hours of introductory or general biology, commonly titled 'Biology I', 'Biology II', 'Principles of Biology', 'General Biology' or 'Introduction to Biology'.  This requirement may also be satisfied by 3.0 credits hours of general/introductory biology, which can include ecology, evolution, or microbiology courses, plus 3.0 credit hours of another appropriate biology, such as botany, cell biology, genetics, zoology, physiology, cellular, or molecular biology.  Please note: anatomy courses cannot satisfy the biology requirement.
General Chemistry	3	While 3 credits is the requirement, it is strongly recommended to complete 6.0 credit hours of general chemistry to prepare for the rigours of the program.
Biochemistry	3	Acceptable courses must have at least 3.0 credits hours of general chemistry as a prerequisite. It is strongly recommended that acceptable courses also have at least 3.0 credit hours of organic chemistry as a prerequisite. Acceptable courses are 200- or 300- level and are typically titled 'Introduction to Biochemistry' or 'Biochemistry'.  A course that satisfies the biochemistry prerequisite includes the structure, fun.

Applicants must show a minimum final grade of 60% or 'C' in each required prerequisite course. A "C" grade includes C minus, C and C+, with a C minus at most Canadian universities being 60-62.

#### RECOMMENDED CO R E

In addition to the required courses outlined above, we recommend that applicants complete courses in some or all of the following areas to prepare for the ND program curriculum:

- anatomy
- biochemistry
- organic chemistry
- environmental science
- genetics

- microbiology
- physics
- sociology
- · statistics
- · English composition

## ONLINE PREREQ | | E OFFERED A CCNM

CCNM o ers online chemistry, biology, physiology, and psychology courses throughout the year. Each course is delivered in a format which combines online self-study modules with weekly interactive online tutorial sessions. Find out more on CCNM's website, <a href="www.ccnm.edu/future-students/">www.ccnm.edu/future-students/</a> prerequisite-science-courses.

\* According to both <u>PTIB bylaws</u> and CCNM – Boucher Campus policy, minimum program admission requirements may not be waived.\*

#### PER ONAL A EMEN /E A

Applicants are required to complete a personal statement/ essay. Essay questions are included in the application. Please follow the specific instructions provided when answering the essay questions. The essay should be no longer than 500 words.

#### **CONFIDEN IAL REFERENCE**

Three letters of reference must be submitted online through NDCAS. The following references are required:

- · One academic reference
- One reference from a regulated health-care professional
- One additional reference from either of the above categories or a past employer/volunteer
- Referees must have known you for a minimum of one year, although it is strongly recommended that you choose

#### ADMI ION DECI ION

The decision to admit an applicant is based primarily on the applicant's undergraduate grade point average and admissions interview. Additional criteria will include:

- · applicant's academic history
- essay
- references
- resumé

All interviewed candidates will be informed of the decision by phone and/or email, typically within two weeks of the interview.

#### NO ICE OF NON-DI CRIMINA ION

The CCNM – Boucher Campus is dedicated to maintaining a safe, diverse community in an environment which respects and appreciates di erences.

CCNM – Boucher Campus does not discriminate in its selection of new students on the bases of race, color, creed, religion, national/ethnic origin, gender, sexual orientation, gender identity and expression, genetic information, age, marital or parental status, disability, or service in the military or other uniformed services.

#### **ENROLMEN REQ IREMEN**

All applicants who have been o ered a seat must adhere to the following:

# IMM NI A ION AND COMM NICABLE DI EA EPOLIC

- Upon acceptance into the Naturopathic medical program at CCNM – Boucher Campus, each applicant must submit a completed Communicable Diseases Screening Form.
- These documents will be reviewed in a confidential manner by the Chief Medical O cer (CMO) on entry to the Canadian College of Naturopathic Medicine - Boucher Campus and kept current while in attendance at CCNM - Boucher Campus in alignment with the expected due dates.
- Failure to comply with the Communicable Disease Policy will limit participation in practical and clinical aspects of the ND program and delay clinic entry.

- 4. **H B** documentation must provide evidence that immunization has occurred in the past ten years, or that a natural immunity has been confirmed. A student may choose to sign an informed consent waiver declining the immunizations which includes providing yearly documentation of Hepatitis B surface antigen (HBsAG) testing. Students who believe they are immune must provide current documentation (seroconversion) from a qualified healthcare practitioner.
- 5. (B) documentation must provide evidence that a 2 step TST was performed for initial screening. Student interns are also required to provide evidence of a negative tuberculosis (TB) skin test once every 12 months while in the ND program. I1.88.8 (f)-5.7 (o)-17.7 (r)-13.1 (m)-20.6 (e)-2

## Admission Requirements cont'd

## ECHNICAL ANDARD FOR DEN IN HE NA ROPA HIC MEDICAL PROGRAM

A student must be able to participate in learning situations that require skills of observation. In particular, a student must be able to accurately observe a patient and acquire all relevant sensory information, including the capacity to combine visual, auditory and tactile information, enlighted by olfactory and taste sensations, to accurately observe patients both at a distance and close at hand, and to participate fully in the educational process.

c: Students must be able to communicate with patients in order to elicit verbal and non-verbal information pertinent e ectively and e ciently to the patient's medical history and physical examination. Students must communicate e ectively, sensitively and e ciently in oral and written form with patients, family members and all members of the health care team. A student must be able to describe a patient's illness, complaint or condition.

M : A student must have su cient motor function to safely perform common medical procedures. In addition, a student must be willing and able to provide general and emergency medical care to patients, including the performance of relevant procedures at any time, day or night. Students must have the ability to safely perform a comprehensive physical examination and specific diagnostic tests and procedures to gain information. Students must be able to perform a physical examination on a patient, including palpation, auscultation, and percussion, independently and in a timely fashion. Students must be able to use common diagnostic aids or instruments, either directly or in an adaptive form (eg. ophthalmoscope, otoscope, sphygmomanometer, and stethoscope).

A student must be able to safely perform:

- general naturopathic care, such as manipulation, acupuncture and intravenous treatments;
- emergency treatment to patients, including CPR, administration of IV medication, application of pressure to stop bleeding and opening of obstructed airways.

## IN ELLEC AL, CONCEP AL, IN EGRA I E AND Q AN I A I E ABILI IE

A student must demonstrate the cognitive skills and memory necessary to measure, calculate, and reason in order to analyze, integrate, and synthesize information in order that competence may be achieved in key areas in diagnosis and management of patients. In addition, a student must be able to comprehend dimensional and spatial relationships. All of these problem-solving activities must be completed in a timely fashion.

## BEHA IO RAL, OCIAL AND E HICAL KILL

## **Information for International Students**

#### **D PERMI**

CCNM – Boucher Campus is recognized by the Government of Canada as a <u>designated learning institution (DLI)</u> for study permit purposes. Our DLI number is O19219916952. All international students (including US citizens) attending the Doctor of Naturopathic Medicine program at the CCNM – Boucher Campus must obtain a study permit before travel to Canada. International students must have a valid Study Permit and submit a copy ozzz20.10 scn/GS1 1z.1 at the CCN3 (v)8.9 (e)-18.6 (I t)8.3 (o)2 () IJO -7eI to

## **DEN RECORD**

## O ce of the Registrar cont'd

## RAN FER CREDI / AD ANCED ANDING POLIC

P: The purpose of this policy is to establish criteria for recognizing academic credit earned at another institution as satisfying and maintaining the integrity and rigour of course

## **APPEAL**

If a request for transfer credit is denied, the requestor will be notified of the basis for the denial in writing. Any applicant/ student who is denied requested transfer credit does have the ability to appeal to the Registrar. Should the decision be made to exercise the right to appeal, the applicant must provide

## O ce of the Registrar cont'd

ØΑ

## O ce of the Registrar cont'd

#### **E ENDED ENROLMEN**

If, after completing four years of study with CCNM – Boucher Campus, the student still has remaining courses and/or clinic rotations/hours left to complete before graduation, the student will be required to sign an extended enrolment contract. Tuition and administrative fees are applied as required to ensure completion of the program. Even in cases

w-3.3 (e c)-5..1 (TJO -1.67 (F T)2)-16.1 (a)-7.6 TJ7.6 4-13.3 (i)-5.1 (t)-1 (i)-11.9 (o)-17.8I haee65.9 (s a)-19.6 (r)-3.3 (r)-3.3 (e)-21.5 (q)-20.1 (u)-13.

( ) 0 6-19. ( )-15.½ )-3.3 ( )-20.9 ( )-7.7 ( )-5.1 ( 0-96.1 ( )-17.3 (227..(26.2 ( )½)-210 -1.625 6½ 6-17..( )½

## PEER OR PROGRAM

For those students in need of additional academic support, CCNM – Boucher Campus helps to match high-achieving upper-year students with students experiencing academic di culty for individual tutoring in a specific subject area.

In accordance with the spirit and principles of the BC Human Rights Codes and the Canadian Charter of Rights and Freedoms, CCNM – Boucher Campus will use all reasonable e orts to accommodate students with disabilities in a manner designed to provide them with education equity in order to meet the standards of the program.

CCNM - Boucher Campus believes in equal opportunity and is

committed to providing a barrier-free environment that allows all people to maintain their independence and dignity. As an organization, CCNM – Boucher Campus 2 (s)-17.3 (t)-c (a)-19.6 (m)-31.8 amasindence and dtcmza 2 (s (an)I)-1 38 (d)-12Bouc9.8 (u)-18 1 (c) m8 mie pl ov24c O Tc -0.02 T(i)-7() JJ O -1.625 Tde per t 4 (z)5.9 (a49.6 (e e)-20.9 (92u)--0.6822.4 (e e.5 (e)-2(n)2 ()t)-28.5 (y a)-17.7 (t)

## **Tuition Fees and Financial Information**

I ION AND REQ IRED CHOOL FEE D N M	Р
Annual Tuition	\$25,144
Boucher Naturopathic Student Association (BNSA) Annual Membership Fee	\$100
Naturopathic Medical Student Association (NMSA) Membership Fee	\$60
Student Records Archiving Fee	\$5
ADDI IONAL FEE ( )	
Required Textbooks Fee (payable through BNSA Bookstore or through a third party) – estimate	\$2,150
Vaccination Fees (see Communicable Disease policy) – estimate	\$300
Personal Medical Equipment (estimated amount – to be paid to a third party)	\$1,50 thrthrS[tSITIONAL when appl (ommu27.1 d party) thr395.mounommu27.1 d party)

## **Tuition Fees and Financial Information cont'd**

CCNM's financial policies are based on an understanding and acceptance of the responsibilities of the student and the College. It is important to have a clear understanding of the following relationships:

- 1. CCNM has no direct relationship with government agencies such as the National Student Loan Service Centre in matters of finance. Students are responsible for all financing arrangements, including government student loans. The relationship is between the government, the bank, and the student, and does not involve CCNM.
- 2. Tuition fees and any enrolment matters are strictly between the student and CCNM. Students are solely responsible for the total amount of tuition and other costs of education.
- 3. The tuition fee is reviewed each year and increased as required to adjust for program growth and inflation.

#### I ION PA MEN

As a private professional career training institution, CCNM -Boucher Campus does not receive government funding or subsidies and relies on tuition and donations to fund the operation of the school. Tuition fees are established annually by the Board of Governors for the coming academic year and communicated to students in a timely manner. Tuition is due annually for each of the four years of the program and is payable in two instalments. Details of the amounts and due dates are specified in the Student Enrolment Contracts. Timely submission of tuition by students is critical to implementing the CCNM operational budget and delivering the academic and clinical programs in an ecient manner.

In order to complete their registration, students must have paid all required fees within a week of the first day of scheduled classes. Students seeking alternative payment arrangements must meet with the finance o ce before tuition is due to avoid late payment fees.

Students may request that funds be directly disbursed to CCNM - Boucher Campus from their government student loans program and other similar sources. In such cases, students will be allowed a grace period from interest charges, until funds are transferred from government loans. Students must provide details to the Finance O ce by the due date specified on their Student Enrolment Contract.

For students who will be graduating, all outstanding fees must be paid on or before May 15 of the graduating year. Outstanding fees after the due date will result in a transcript hold.

The tuition fee is reviewed each year and increased as required to adjust for program growth and inflation.

#### PA MEN OF I ION FEE POLIC

CCNM - Boucher Campus is designated by the Private Training Institutions Branch (PTIB), thereby making our students eligible to apply for financial assistance through Student Aid BC. PTIB has strict guidelines pertaining to student enrolment contracts and consumer protection.

Fees include any amounts assessed to a student by CCNM - Boucher Campus, or other student societies and organizations. Fees include, but are not limited to, tuition fees, student service fees, student association fees, exam fees, fines, and student record archive fees.

CCNM - Boucher Campus reserves the right at any time to change fees. Students who have not completed their course requirements when a change in fees is made may be required to pay the new fees.

Fees listed are in Canadian dollars, unless otherwise indicated.

Note: All tuition must be paid and cashable on time as per the schedule outlined in the Student Enrolment Contract.

#### LA E PA MEN & O **ANDING BALANCE**

A student may be placed on financial hold as a result of late payments or outstanding fees, including tuition and student fees, and library fines. The financial hold will be removed when the outstanding balance, including penalties, is paid in full.

If a student is placed on financial hold the following may occur:

- 1. a late payment fee of \$100 is applied to their account
- 2. a late fee of \$50 per month is charged on all outstanding balances until the account is cleared
- 3. access to eCampus is removed
- 4. withdrawal of library borrowing privileges and access to electronic resources
- 5. withdrawal of course registration privileges
- 6. removal of class or clinic shift attendance
- 7. transcripts and/or diplomas are not issued
- 8. eligibility letters will not be issued for NPLEX exams
- 9. eligibility for graduation will be assessed
- 10. accounts severely past due will be sent to a collection agency

Upon receiving notice from the Finance department of late payment of fees, the Registrar will notify the student of these sanctions. The financial hold will be removed when the outstanding balance, including all penalties, is paid in full.

Students whose accounts are in arrears will not be permitted to enrol in the following term until a satisfactory solution is reached with the finance department. Students who fail to communicate a plan to address their outstanding balance may be subject to non-academic sanctions.

Students who complete their academic studies with an account in arrears will not be issued a transcript for any purpose, including CONO exams and will also not have clearance to write the NPLEX exams.

Any student having more than one NSF cheque returned in an academic year will be required to submit all remaining payments for the year in the form of a money order or bank draft.

CCNM – Boucher Campus reserves the right to submit outstanding student accounts to collections. All tuition and outstanding fees or fines must be paid in full prior to graduation and release of final transcripts.

If a student is having financial diculty and is not able to fulfill the terms of the contract, s/he should make an appointment with the Controller discuss the situation and consider options. The student is strongly encouraged to arrange to meet before actual default occurs.

#### **FINANCIAL PLANNING**

Students are encouraged to plan to manage the financial commitments of the program. The following points are important to remember:

- Recognize and quantify the total expenses related to the program as well as your personal expenses during this period of time.
- 2. Consider all avenues of financing, including personal and family resources, loans, and bursaries.
- 3. Be aware of the limitations and uncertainties of provincial and federal loans and bursaries. These loans and bursaries cover only a portion of your tuition. A sound financial plan should include a contingency plan in case the expected loans and bursaries are not received in time or are not for the anticipated amount.
- 4. Be diligent and prompt in following up on all matters related to your finances, such as submitting loan documents and communicating with the Student Services

## PA MEN OP ION

 NE Make an online bill payment to CCNM – Boucher Campus from any major CAD bank

Log into your bank account

Search for keyword "naturopathic" to find

CDN C

Ν

М

as the Payee.

C R P	A. R	ontripúlo-oñy
<b>1. B</b> , CCNM – Boucher Campu	s receives a notice of withdrawal	
<ol> <li>No later than seven days after the student signed the enrolment contract, and before the program start date.</li> </ol>	100% tuition and all related fees, other than application fee. Related fees include: administrative fees, application fees, assessment fees, and fees charged for textbooks or other course materials.	NM – Boucher
<ul> <li>ii. At least 30 days before the later of:</li> <li>a) The program start date in the most recent Letter of Acceptance (international students)</li> <li>b) The program start date in the enrolment contract.</li> </ul>	CCNM – Boucher Campus mayam sam s <b>B:能迫角心</b> Z <b>p</b> ifc 8 t ctsev Acceptance (international students)	vido ontr <b>p p</b> %

## **Tuition Fees and Financial Information cont'd**

## I ION FEE REF ND CO R E DROP OR CO R E I HDRA AL

C D

- 1) A student who drops a course as per the course drop procedure may:
  - a. Apply Aprils  $\text{Cr}_{20}$ .6 1e crudeoh N F(d)  $\text{T}_2$  (T) 8 nuurhrtpsnua. Apt (inq) uy 9 (e8 (u)-18.-208(o)7o-d)-17.4 po Oe coe:

## **Financial Aid**

#### **FINANCIAL AID**

Students are responsible for providing their own funding for their education. Financial Aid may be available to students through, but not limited to, government student loans, internal/external scholarships and bursaries and external loans (i.e. line of credit/bank loan).

#### **DEN LOAN**

CCNM – Boucher Campus is a designated institution of Canada Student Loans as well as provincial and territorial student loan programs. Student loan eligibility is determined by the student loan agency upon confirmation of enrolment

## Financial Aid cont'd

## FINANCIAL A I ANCE OFFICE (PRO INCE AND ERRI ORIE)

Student Aid Alberta P.O. Box 28000, Station Main Edmonton, AB T5J 4R4

www.studentaid.alberta.ca

1-855-606-2096 Fax: 780-422-4516

С

В

Student Aid BC, Ministry of Advanced Education P.O. Box 9173, Stn Prov. Govt. Victoria, BC V8W 9H7

www.studentaidbc.ca

250-387-6100 or 1-800-561-1818

Fax: 1-888-262-2112

Manitoba Student Aid, Advanced Education and Literacy 401-1181 Portage Ave. Winnipeg, MB R3G OT3 204-945-3744 or 1-866-626-4862

TTY: 204-945-4796 Fax: 204-948-3421

www.manitobastudentaid.ca

Student Financial Services Division Department of Education P.O. Box 8700 St. John's, NF A1B 4J6 709-729-5849 or 1-888-657-0800 Fax: 709-729-2298

www.gov.nl.ca/education/studentaid

#### Ν

Government of NWT, Department of

Education, Culture and Employment 图2图-43 图6.9 3T23T23T23T2fTc图则 ualt Tc O Tw 11.601 O T28.4 图7. 图8.5 图8.5 图8.7 图8 图4 图6.9 图6.9 图8.7 图8.3.7 图8

CCNM - Boucher Campus

## Financial Aid cont'd

## **ADDI IONAL FINANCIAL INFORMA ION**

N L C

1-888-815-4514 TTY: 1-888-815-4556 Fax: 1-888-815-4657

#### B L

Loans and professional/student lines of credit are available to CCNM students at a number of financial institutions. Please contact your bank for more information. If the bank requires a proof of acceptance and/or enrolment, please contact

## **Scholarships and Bursaries**

The CCNM – Boucher Campus scholarships and bursaries competition runs annually. Our internal awards vary in criteria – some awards require the demonstration of financial need, while others recognize academic achievement, community involvement and other accomplishments. A complete list of scholarships and bursaries including details of how to apply (eligibility, criteria, application forms, etc.) can be found on eCampus.

An award applicant's academic standing throughout the program to date will be considered. Generally, a student must be in good standing at the time of application. Students on Academic Notice are also eligible. However, students on Academic Notice due to violation of the Student Code of Conduct may be considered, but should meet with the Assistant Registrar (TBD) before applying. Students currently on Academic Probation, Final Academic Probation, or on a Leave of Absence/Medical Leave of Absence are not eligible to apply.

Applicants must be:

- · up to date with tuition payments,
- enrolled as full-time students (60% course load or greater for the entire academic year). Challenge, audit, prior credit recognition and credit-free courses will not be counted towards the 60% course load.

There are a variety of external scholarship opportunities available. Should an external scholarship application require confirmation of enrollment, students may request a letter from the o ce of the Registrar.

## CON OCA ION & GRAD A E A ARD

At convocation the Awards Committee will grant the following awards to members of the graduating class:

- · Academic Excellence
- · Clinical Excellence
- · Spirit of Boucher

Additional recognition awards may also be presented.

# **Program Structure**

#### PROGRAM D RA ION

The CCNM – Boucher Campus provides a residential, competency based naturopathic medical program with academic and clinical components coordinated and delivered over 4-years (12 quarters). The naturopathic program is without electives and students must complete all courses and clinical requirements within seven years in order to graduate. Of the total hours, 3270 hours are in the academic curriculum and lab time. There are 1200 hours dedicated to clinical education, which includes observation, practice of skills in a clinic setting and provision of care to patients. Experiential learning through professional development activities (100 hours) and preceptorships (100 hours) completes the program requirements.

### ACADEMIC E ION

There are three 12-week academic terms each year, which run September to December, January to March, and April to June. In addition, there is a mandatory six-day intensive human anatomy Dissection Lab o ered after the Spring Term of second year.

#### ACADEMIC ANDING POLIC

Students are responsible for recognizing when they are experiencing educational diculties and initiating requests for assistance from faculty well before their educational standing is impacted. Formal educational standing is monitored and ascertained at the end of each term.

Any standing other than good standing indicates that the student's overall performance will be under continued review by the Deans Council until good standing is restored. Once identified as being at academic risk, the student will be given a letter outlining actions required to return to good standing. A student will not be returned to good standing until fulfilling all remediation requirements and conditions set out in the Academic Standing letter.

Educational standing will be reviewed by the Dean's Advisory Council and determined by the Deans Council according to criteria delineated in the Academic Standing Procedure. Performance indicators include but are not limited to:

- unsatisfactory educational performance;
- breach of the Attendance Policy;
- failure to meet the Essential Abilities and Skills of Naturopathic Medical Students and Physicians Policy.

A student may only appeal to the Deans Council in the case of any factual errors or serious mitigating circumstances. A record of educational standing will be kept in the student files for seven years and will be shown on the student transcripts.

#### G D

70%-100% = Achieved Competency in a course

**D** = a temporary grade typically given for an overall course mark between 60-69%\*. A "D" will revert to a percentage grade if remediation is successfully completed, and will revert to a grade of "F\*" if remediation is not successfully completed by the contracted deadline. A grade of D is not allowed on a graduating transcript.

\* Note that while a "D" is typically given for a grade between 60-69%, the course syllabus is the contract for the course and may set out additional expectations. Therefore an automatic course Fail is possible for a grade between 60-69 if additionally on.5 (r)-17.76 (r)-17.8 (.8 (m)-1840)-17.8 8e cn for a g[3 (a)-7.7 (tD s)7.8f.4 923 (y o)n te3.7 (e)5.1 diau5 (r)-9- t w.7 (l)-15.6J0.00

- Is maintaining a cumulative GPA of 2.0 (70%) or higher
- · Has no grade of D, INC or F in the most recent term
- Is maintaining at least 90% overall attendance in accordance with the BINM Attendance Policy
- Is in compliance with the Standards of Student Conduct Policy
- Is meeting the criteria of the Essential Abilities and Skills of Naturopathic Medical Students and Physicians Policy

### II. ( N)

A student's academic standing will be temporarily Undetermined if the student has any IP courses. A standing of UN will remain until such time as the student has completed all IP courses in the term for which Academic Standing is being assessed as well as all prior terms.

Once the above condition is met, the student's Academic Standing for the term will be determined. Any sanctions associated with this Academic Standing will apply at this point. Therefore a student may have consequences, including but not limited to Suspension, that result from performance in a term other than the most recent term.

As a standing of Undetermined is temporary, it will not show on student transcripts.

#### III. A N (AN)

- A student previously in Good Standing will be placed on Academic Notice for one or more of the following:
  - The student's total number of non-passing grades for the most recent term is one of the following:
    - A grade of D in one courses/clinic rotation, alone or in combination with:
    - A grade of INC in up to two courses/clinic rotations
    - A grade of D in two courses/clinic rotations, alone or in combination with:
    - A grade of INC in one course/clinic rotation
    - A grade of INC in three courses/clinic rotations
  - ii. Attendance below 80%
- 2. A standing of AN will continue until the student either:
  - · completes one full term meeting the minimum

# j. F A P (FAP)

Final Academic Probation is generally the last opportunity for a student to meet the minimum academic standard prior to Academic Suspension, Required to Withdraw, or Dismissal.

- A student will be placed on Final Academic Probation for one or more of the following:
  - The student's total number of non-passing grades for the most recent term is one of the following:
    - A grade of D in five courses/clinic rotations
    - A grade of INC in six courses and/or clinic rotations
    - Any grade combination of D's and INC's totalling five
    - · A grade of F in addition to one of the following:
      - A grade of D in more than two but less than five courses/clinic rotations
      - A grade of INC in more than three but less than six courses and/or clinic rotations
      - Any grade combination of D's and INC's totalling four
    - A grade of F in two courses/clinic rotations alone or in addition to one of the following:
      - A grade of D in up to two courses/ clinic rotations
      - A grade of INC in up to three courses/ clinic rotations
      - A grade of D in one course/clinic rotation plus a grade of INC in one course/clinic rotation
      - Any grade combination of D's and INC's totalling three
    - A grade of F in addition to an F in each of the previous 2 consecutive terms in a course/ clinic rotation
  - ii. While on AP for three or more consecutive terms, meets the criteria for AP in the most recent term.
  - iii. Failure to adhere to the terms or conditions of an Academic Probation.
- A letter of FAP will outline any requirements that the DC determines are necessary to support the academic success of the student. These may include, but are not limited to, completion of remedial work, tutoring, mentoring, and prohibiting the student from participating in BNSA positions and other Boucher-related noncurricular initiatives/activities.

- 3. A standing of FAP will continue until the student either:
  - completes two consecutive full terms meeting the minimum standard for academic performance and successfully completes all remedial work, in which case they are returned to Good Standing, OR
  - meets the criteria for Suspension, Required to
     Withdraw or Dismissal, in which case they are moved
     to the appBDC -1.625 Td()TjEMC 2.25 0 Td[t)26.3 67(f8.1 (s)61-13

- While on AP for three or more consecutive terms, meets the criteria for FAP in the most recent term.
- iii. While on FAP, the student's total number of non-passing grades for the most recent term is one of the following:
  - A grade of D in two courses/clinic rotations
  - A grade of INC in three courses/ clinic rotations
  - Any grade combination of D's and INC's totalling three
  - A grade of F in one course/clinic rotation, alone or in addition to one of the following:
    - A grade of D in one courses/clinic rotation, alone or in combination with:
  - A grade of INC in up to two courses/clinic rotations
    - A grade of D in two courses/clinic rotations, alone or in combination with:
  - A grade of INC in one course/clinic rotation
    - A grade of INC in up to three courses/ clinic rotations
- Academic standing of Suspension will remain on the student's transcript and will be listed for each term in which a student remains on SP.
- 3. Access to student counselling, library resources, class/clinic audits, student events, etc. will be determined on a case-by-case basis.
- 4. The student will return from Suspension with a standing of Final Academic Probation once all the conditions set by the Deans Council have been met.

Note: Suspension is not a mandatory stage prior to being

### **A ENDANCE POLIC**

**P**: The naturopathic program is rigorous and is a residential program. Attendance supports student learning through instruction, mentorship, and hands-on work. To this end, CCNM – Boucher Campus has developed the following policy.

P C 9 9 (C)- 1 0.3EMC (P)513 ( )-219.4 (( )2 ( )🛭 J. 19.6 ( )-19.6 ( )-17 ( )0.6 (-) ( )-18( )-17.8 ( )-17.8 ( )-13. )( ) -15.

4. To avoid a grading penalty when absent from a class that does not involve a midterm or final exam, the student: must provide the instructor with a valid reason for having missed the class; is responsible for the material covered in class; and must complete any alternate assessments, assignments, or other work assigned by the instructor in order to demonstrate competency in the class material. The instructor may require appropriate documentation in order to assess the validity of an absence, as outlined in their course syllabus.

### CLINIC A ENDANCE POLIC

In keeping with CCNM – Boucher Campus's attendance policy, all student clinicians will be required to attend at least 90% of each clinic rotation, including the assistant rotation, in order to receive a passing grade for the rotation. Supervising clinical faculty will record attendance including lateness or approved early departures daily, and time will be deducted based on the actual time missed. In order to receive full credit for a shift, the full shift including preview and review must be attended. Telehealth (virtual) rotations may be necessary if Public Health orders dictate and attendance will be accepted for clinical



In the context of the extraordinary measures taken in response to the novel COVID-19 virus CCNM - Boucher Campus has taken measures to ensure that remote exam delivery and proctoring is in place. Online, closed-book final examinations will be electronically proctored by ExamSoft to protect exam integrity. Other types of assessments may be delivered using eCampus software.

Students are expected to abide by the Exam Procedure as outlined in the Student Handbook in addition to these Online Exam Procedure guidelines. A student who fails to follow these guidelines may be considered in breach of student conduct.

Note: View the full examination procedures on page 151 of the Student Handbook.

#### **PROGRE REPOR**

It is the policy of the CCNM - Boucher Campus to provide students with regular feedback as to their academic and clinical progress during their course of study so that they may address any concerns or di culties in a timely and productive manner.

Feedback may include; informal instructor feedback during class or clinic rotations, results on interim tests, quizzes and projects, general comments on progress to date. Feedback may involve a meeting with the instructor to address any concerns.

### E AL A ION AND GRADE DEFINI ION

Course marks are determined through a series of ongoing evaluations. Evaluation may consist of written and/or practical examinations, attendance, and participation, as well as assignments designed to assess specific learning outcomes.

An overall pass mark of at least 70% is necessary to fulfill course requirements, in addition to a passing grade in any individual course components as outlined in the course syllabus. Remediation is typically o ered to a student with a grade between 60-69% overall in the course, or with a grade of 70% or over who has not met competency in one or more course components. A failure after any remediation (if available) will necessitate the student retaking the course at a reduced tuition fee (See the CCNM - Boucher Campus Institute Clinic Intern Handbook for more details on clinical evaluation).

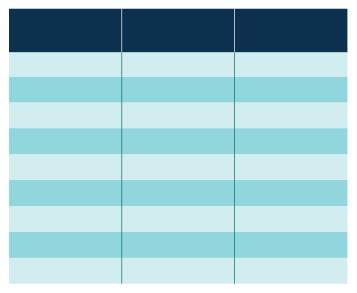
### **GPA CALC LA ION**

Grade points are calculated by multiplying the number of credits assigned to a course by the grade point value of the grade assigned to the course. Term GPA is calculated by dividing the total number of grade points earned in a term by the total number of credits for the courses registered in the term.

Cumulative GPA is calculated by dividing the total number of grade points earned in all terms by the total number of credits for the courses registered.

When a course is repeated, both the original grade and the grade assigned for the repeated course will appear on the student transcript. The grade will be included in the calculation of GPA and academic standing.

The Grading Scale E ective July 2019



- Any student who wishes to further appeal an academic issue (e.g. they believe a final course grade has been arrived at incorrectly) must first consult with the Associate Dean, Academic
- In the event that the matter is not resolved to the student's satisfaction, the student may pursue a formal appeal as per the Appeals Policy.

A student who wishes to appeal a grade after receiving a response from the instructor, may submit an appeal in writing to the Associate Dean of Academics or Clinical Studies within 15 business days of the release of the grade. The appeal should:

- list the course/rotation and term it was o ered;
- summarize the events resulting in the appeal to the Associate Dean, including:
  - a. relevant timelines;
  - b. the rationale for the appeal as originally submitted to the instructor a rationale for why the instructor's decision should be overturned;
- signed and dated by the student.

Within of receiving the appeal letter the appropriate Associate Dean will review and complete the appeal. The Associate Dean may draw on the expertise of a suitably trained consultant, such as the department chair, to re-evaluate the work in question or may take other action as deemed appropriate.

It is the student's responsibility to provide all the relevant work that has been returned and it is the instructor's responsibility to provide all relevant work, which has been retained. The Associate Dean will convey the results of the review in writing to the student, the instructor and the Registrar in a dated letter.

In the event that the student is not satisfied with the result from the Associate Dean, the student may submit a final appeal to the Registrar (Meghan Henesey, mhenesey@ ccnm.edu) within of the previous decision. Students are expected to present written documentation surrounding the circumstances of the appeal. The appeal documentation should be signed and dated by the student and will set forth:

- the course/rotation and term it was o ered:
- summary of the events resulting in the appeal to the Registrar, including
- relevant timelines:

- a rationale for the appeal as originally submitted to the instructor (e.g. incorrect grading, incorrect addition, inappropriate application of evaluation policies/ procedures);
- a rationale for why the instructor's and Associate Dean's decisions should be overturned.

Refer to the **APPEAL** section for the Procedure for hearings on appeals.

Should a student be appealing a grade that has placed them on Suspension, Required to Withdraw, or Dismissal as per the Academic Standing Procedure, they will be permitted to continue taking classes until the appeal is heard and their Standing will be on hold. Should the appeal be unsuccessful, the relevant Academic Standing will be applied immediately.

#### **PROGRE REPOR**

It is the policy of the CCNM - Boucher Campus to provide students with regular feedback as to their academic and clinical progress during their course of study so that they may address any concerns or di culties in a timely and productive manner.

Feedback may include: informal instructor feedback during class or clinic rotations, results on interim tests, guizzes and projects, general comments on progress to date. Feedback may involve a meeting with the instructor to address any concerns.

#### CLINIC EN RANCE REQ. IREMEN

In order to ensure readiness to enter and progress through the clinical program, students must have achieved the requirements outlined for each transition to a new clinical role (ie. Secondary to Primary intern). Students must have all applicable documents submitted and prerequisites completed prior to entry to clinic, for transition to primary intern role and to be recommended for graduation. The Clinical studies coordinator confirms the completed prerequisites in Orbund and submits a list of students not meeting requirements to the Associate Dean of Clinical studies. The Associate Dean of Clinical studies will alert the student they have not met the requirements.

The approved students list will be provided to the Clinical Studies Coordinator and the Registrar for enrolment into clinic courses and to qualify for graduation.

#### REMEDIA ION

The purpose of remediation is to permit a student who fails selected academic courses to avoid program delay. Remediation is a personalized program of intensive study and focused review of the course material, accompanied by appraisal, in order to raise a student's comprehension of the subject to an acceptable standard.

R , . . . Remedial education is designed to provide the student the opportunities needed to build their knowledge or skills to a level of competency. Course remediation is a chance for the student to demonstrate course competency when competency is not achieved on the first attempt.

Eligibility for Remediation:

- The student has received a grade between 60-69% in the course and has met all requirements for remediation eligibility set out in the course syllabus.
- The student has received a grade of at least 70% in the course but has not met all required course competencies as outlined in the syllabus.

The passing mark required on a remedial exam will be outlined on the Remediation Contract. In general, if a student passes a course but does not pass the final exam, a minimum grade of 70% is required on the remedial final. However, if a student achieves a final grade of between 60-69% overall in the course, then the remedial exam mark must be high enough to bring the overall course mark to a minimum of 70%, as calculated by the parameters set out in the course syllabus.

Students who successfully complete remedial exams, and any associated remediation, will receive a final course grade of 70% unless the cumulative course grade was already greater than 70%. In such a case, the grade will reflect the original course mark.

Note: View the full information on Remediation on page 159 of the Student Handbook.

All members of the CCNM – Boucher Campus learning community are required to maintain a professional relationship characterised by personal and professional integrity, and mutual respect, courtesy, and consideration. Each member of CCNM – Boucher Campus is expected to act in ways that foster the primary functions of teaching,

### ACADEMIC IN EGRI POLIC

Participation in the CCNM – Boucher Campus community requires being honourable and expecting such veracity from fellow community members. An honourable community upholds a standard of excellence when individuals are engaged in honesty, responsibility, fairness, respect, integrity, and trust. Academic integrity then becomes a cornerstone of the educational commitment of its members.

Violations of Academic Integrity in any aspect of one's education, are in direct conflict with the Student Code of Conduct. A person who engages in academic dishonesty will be held accountable through the Deans Council, as well as by their faculty member, who can assign grade penalties. Below is a list of behaviours that would constitute academic dishonesty. The list below is not intended to be limiting, but rather to o er examples of types of academic dishonesty.

# DI CRIMINA ION, B LL ING AND HARA MEN PROCED RE

CCNM – Boucher Campus is committed to addressing Discrimination, Bullying and Harassment by:

- Implementing and actively promoting awareness and training programs to educate the CCNM – Boucher Campus Community regarding Discrimination, Bullying and Harassment and the issues addressed in the Policy;
- 2. Promoting working and learning conditions that seek to eliminate the potential for incidents of Discrimination or

# **Appeals Committee**

The Appeals Committee is constituted to hear academic and disciplinary appeals. The Committee is comprised of one faculty member appointed by the chair of faculty association, one CCNM – Boucher Campus student (not in the same year as the appellant) appointed by the president of the BNSA and a chair who is appointed by the President. Only individuals who have been trained in the policies and procedures associated with the Appeals Committee are eligible to serve on the committee.

# PROCED RE FOR HEARING OF HE APPEAL COMMI EE

- At the hearing, the student is entitled to berepresented by legal counsel at their own expense. In the event the student elects to have legal counsel they must inform the College at least five days in advance of the hearing; CCNM – Boucher Campus may or may not choose to be represented by legal counsel. At least three working days prior to the hearing, each party must identify who will represent them, the witnesses they will call, and the material they will provide in evidence.
  - Note: Failure to provide notice of issues beforehand will normally cause those issues to be excluded from the hearing.
- Copies of the student's notice of appeal, as well as the supporting documentation from each party will be made available to each party at Student Services at least three days prior to the hearing.
- At the beginning of the hearing, the chair will advise the parties that the committee members have read the appeal and the supporting documentation and summarize the rules of the hearing. The student or the student's representative will then be permitted to present evidence, examine witnesses, and introduce arguments in support of the appeal. The College's representative may cross- examine any of the student's witnesses. The College representative will then be permitted to present evidence, examine witnesses, and introduce arguments in opposition to appeal. The student or the student's representative is entitled to cross-examine any witness called by the College. The members of the Appeals Committee may guestion all parties or witnesses. The student or student's representative and the College's representative may make closing statements.
- 4. Admission of any person to the hearing shall be at the discretion of the chair of the Appeals Committee.
- 5. All procedural questions are subject to the final decision of the chair of the Appeals Committee.

- At the conclusion of the hearing, the Committee will
  proceed to consider the matter and determine its
  decision on the appeal, during which time all persons
  other than the members of the committee are excluded
  and shall withdraw.
- The decision will be determined by a majority vote. A
  formal written decision with reasons will be drafted. The
  Committee may only determine whether or not the grade
  or sanction is appropriate.
- 8. Following the decision of the committee, the Registrar will immediately notify the student of the decision.
- Proceedings of the committee are confidential and no individual who is not a committee member, committee secretary, a party to the proceedings or witness may be in attendance during the hearing, unless specifically permitted by the Chair.
- The determination of the appeal is final and shall be communicated to the student in writing through the Registrar's o ce within 15 business days of receiving the appeals of dismissal.

# PECIAL R LE FOR APPEAL OF MILE ONE E AMINA ION

Due to the unique nature of the Milestone Exams, a process specific to appeals of these grades has been implemented that di ers from the regular CCNM – Boucher Campus academic appeals process.

Prior to the release of grades, a two person panel of CCNM faculty reviews all failing grades and by majority vote may change a failing grade to a passing grade.

After the release of Milestone grades, a student may appeal a failing grade to a two person panel comprised of CCNM – Boucher Campus faculty that is completely dierent from the panel that reviewed the failing grade prior to their release. The student has the option of submitting a written appeal or they may attend in person before the panel and make oral submissions. A student may appeal the decision of the faculty panel to the Appeals Committee. However, the basis for such an appeal is limited to assertions that the College did not follow proper procedural grounds in reaching its decision.

#### DI P ERE OL ION POLIC

In an e ort to resolve disputes equitably and expeditiously, the College has adopted a dispute resolution policy to enshrine the principles of natural justice into all College policies that involve disputes between college stakeholders. This policy applies to all students, sta , faculty and administration, board members and patients of CCNM – Boucher Campus.

If possible and where appropriate, disputes between students, sta , faculty and administration should be resolved in an informal manner between the relevant parties.

In the event that informal resolution is not achieved or is not appropriate, College policies are to be governed by the principles of natural justice. All disputes are to be resolved fairly and as expeditiously as possible. The onus is on the College to ensure that all disputes are dealt with expeditiously.

Individuals involved in a dispute are entitled to know and understand the particulars of any charges or complaints made against them. In any matter involving a possible sanction, the individual should be provided this information in writing. Individuals have a right to be heard in response to any charges or complaints made against them before any disciplinary action is taken against them.

There should be reasonable timelines for dealing with complaints and grievances. This may vary depending on the complexity the matter, but, the onus is on the College to demonstrate that it has acted as expeditiously as is reasonably possible.

The Dispute Resolution Policy covers disputes or concerns not related to Grade Appeals or Discrimination, Bullying and Harassment. Those concerns may be directed as follows:

Е

- Students may not file a grievance for a grade appeal, except when a faculty displays unethical, illegal, or improper conduct within the context of a grade given.
- Incidences of bias, sexual discrimination or (sexual)
  harassment, sexual misconduct, or occurrences of
  harassment, bullying, discrimination, or other human
  rights concerns, please refer to the Discrimination,
  Bullying and Harassment Policy



Informal grievances are resolved through a discussion with the person(s) involved and do not require the submission of a written complaint. Most grievances can be resolved quickly and e ciently through a calm, balanced and non-prejudicial discussion between parties, and do not require formal action. Within five (5) business days of the issue/event the complainant(s) should directly approach the person(s) involved and communicate their concerns and a possible plan for esolution. Most grievances will be resolved at this level. If an agreement cannot be made the complainant may move to the Formal Dispute Resolution Process as outlined below.

F D R P

In cases where an informal process does not lead to a satisfactory resolution, or the complainant(s) is dissatisfied with the outcomes or if the complainant(s) is not comfortable addressing their concerns in this manner, the complainant(s) may contact the following individuals within ten (10) business days of the initial incident:

- for concerns related to the academic component of the program—contact the Associate Dean of Academics (Dr. Rochelle Heisel, PhD, rheisel@ccnm.edu) or Director of Academic A airs (Reid Wildeman, MEd., rwildeman@ccnm.edu);
- for concerns related to the clinical component of the program—contact the Associate Dean of Clinical Studies (Dr. Karrin Fairman-Young, ND, kfairman@ccnm.edu);
- for concerns that do not fit one of the above categories, contact the Assistant Registrar (TBD);
- for concerns related to employment/between employees, contact the Human Resources Manager (Nicola Diaz, ndiaz@ccnm.edu).

Grievances must be submitted in writing and include the nature of the concern, the persons involved, e orts taken to address the issue, results of attempts at resolution and the requested plan for resolution.

The Associate Dean, Assistant Registrar (TBD) or HRola Dia

### **GENERAL PRINCIPLE**

CCNM acknowledges that the enrichment of the intellectual experience is dependent upon the existence of a free and

# CHOLARL AC I

Traditional products of scholarly activity, which have customarily been considered to be the unrestricted property of the author or originator, are exempt from this policy, unless they are created as "works for hire." These traditional products include student projects/assignments, journal articles, reviews and textbooks.

### **ORK FOR HIRE**

Intellectual property produced by CCNM faculty, sta or students who are employed for the purpose of producing works for instructional or administrative use are deemed to be "works for hire" and are therefore the College's property. These works include course materials such as syllabi and manuals as well as instructional items such as videotapes,

DOC OR OF NA ROPA HIC MEDIC NE PROGRAM OBJEC | E C N 712M5(O)-4.4 R 712M(C)13.8 N 1-5.1 (P)-4.4 ( )4.2 ( )7.5 ( )( / 10) 1 0..02 0 099 -6ANC2 N300IC2620.5

# **Course Descriptions**

С	С	С	н	С	D

	С	С	С	н	С	D
EAR 1						
FALL						

# Course Descriptions cont'd

	С	С	С	Н	C D
EAR 1 IN ER (TERM 2)	Anatomy II	6	HSAN522	72	A detailed study of the anatomical structures and systems of the human body, with special attention to clinically relevant surface and palpative anatomy. The musculoskeletal, vascular, lymphatic, and nervous systems of the upper arm, forearm and hand are studied in depth in order to appreciate the relevance of landmarks and how physical relationships a ect function. Introduction to the upper limb, axial & appendicular skeletons, upper limb bones, review the very basic concept of the upper limb joints kinesiology. Introduction to the spinal nerves, somatic nerve plexuses, brachial plexus, muscles acting on the shoulder girdle.
	Biomedical Sciences II	9	HSBM522	108	As a synthesis of several fields of study, the biomedicine program sets out to promote an integrative and holistic view of how they contribute to the function and dysfunction of the human body. The courses include contributions from physiology, biochemistry, pathology, histology, embryology, neuroanatomy, pharmacology, and laboratory diagnosis. Biomedicine II is the start of a systems-based look at the human body, beginning with basic cellular pathology and moving into epithelial and connective tissue, bone, and skin. Embryology is also introduced at this level.
	Botanical Medicine II	1.5	NMBM512	18	Botanical Medicine II is a continuation of botanical medicine I with a focus on digestive health & detoxification with an in-depth study of selected herbs. It considers constituents such as mucilage, the bitter principle & volatile oils, and explores the making of water-soluble & dried herb extracts. Classes are designed to explore key botanical applications in relation to the safe, e ective, and conscientious use of herbal bitters, hepatics, antispasmodics, carminatives, anti-emetics, vulneraries (demulcents, emollients & bulking laxatives) and alternatives.
	History and Philosophy II	3	CPHP522	36	This course will provide the foundation for an understanding of the basic principles of the philosophy of naturopathic practice. Students will gain the knowledge and understanding of naturopathic roots via exploring accomplished historical medical practitioners and methods from the standpoint of modern naturopathic medicine with special emphasis on nature cure and ancient medical systems.

	С	С	С	н	C D
EAR 1 IN ER (TERM 2)	Research I	1.5	PDRS521	18	Research I will introduce statistical and research design concepts that are prevalent in medical research. Students will identify the optimal study design and statistical model to answer a variety of research questions, and critically appraise a published controlled trial in a robust and systematic way. The class will also learn to properly formulate a research question using the PICO model and apply this model to a literature search using a research database. The impact of the placebo e ect and common study biases and confounders will also be discussed, as they pertain to interventional studies.
	Traditional Asian Medicine II	1.5	NMAM512	18	In TAM II students will learn the causes of disorders ms of

# Course Descriptions cont'd

	С	С	С	Н	C D
EAR 1 PRING (TERM 3)	Anatomy III	6	HSAN533	72	Anatomy III focus on the organization and function of the bones, muscles, ligaments, fascia, joints, vessels, and nerves, of the lower limb, sacrum, hip, cranium, neck, and thorax. Visceral anatomy covers the gastrointestinal system, reproductive systems.
	Biomedical Sciences III	6	HSBM533	72	As a synthesis of several fields of study, the Biomedicine program integrates physiology, biochemistry, pathology, histology, embryology, neuroanatomy, pharmacology, and laboratory diagnosis with a systems based approach.  Biomedicine III covers the structure and function, histology of the central and peripheral nervous systems, describe the vasculature, including the blood-brain barrier, and begins an exploration of the special senses with the study
	Botanical Medicine III	1.5	NMBM513	18	of vision.  Botanical Medicine III focuses on the understanding of plant constituents, their pharmacology, and applications in relation to their mechanism of actions. Plant constituents will act as a template for learning nomenclature, energetics, folklore, pharmacology, pharmacy, toxicology & contraindications of chosen botanicals. Beyond their chemical make-up, the herbs will be explored based on both their traditional and modern usage.
	Homeopathic Medicine III	1.5	NMHO513	18	In this course, the students will be introduced to acute case taking and case analysis, the use of repertory rubrics in repertorization. They will learn the keynote, mental and physical symptoms of four homeopathic remedies, and continue their review of the homeopathic principles and practice through the "Organon of Medicine". Case based learning and live interviewing will provide practical application of material.
	Neuroanatomy	3	HSNA531	36	Neuroanatomy provides detailed study of the structure and function, and the physiology and selected pathologies of the nervous system.  Special attention is given to the ascending and descending nerve tracts. The complexities of consciousness, memory, learning, and emotion are explored.

	С	С	С	Н	C D
EAR 1 PRING (TERM 3)	Nutrition III	1.5	NMNU513	18	Nutrition III builds on the foundational nutrition learned in Nutrition I and II and deepens the understanding of diet and nutrition. Specific nutritional considerations for optimal nutrition will be explored including phytonutrients, gut florant

# Course Descriptions cont'd

	С	С	С	н	C D
EAR 1 PRING (TERM 3)	Naturopathic Ethics	3	PDNE511	36	Naturopathic ethics introduces students to the professional roles and responsibilities of the naturopathic physician as a health care professional. The framework will guide students in issues such as informed consent, right to refuse treatment, patient privacy and confidentiality, cultural and diversity issues, maintenance of professional relationships and boundaries, providing equity in the delivery of health care services, abortion, and life and death decision making.
	Clinic Shadow I	0.25	CPCE501	4	Clinic shadow shifts provide students with an orientation to the teaching clinic, introduces students to the various roles and functions in the clinic, and provides students with the opportunity to observe licensed naturopathic physicians and interns in the process of case discussion and patient care.
O AL		27.25		328	

	С	С	С	н	C D
EAR 2 FALL (TERM 4)	Homeopathic Medicine IV	1.5	NMHO624	18	In this course the focus is on understanding the presentation and treatment of first aid and acute conditions. Case taking and analysis and review of homeopathic remedies, as well as applying the material from the previous three homeopathy courses is applied to clinical cases. Topics include respiratory infections, urinary tract infections, and GI conditions.
	Microbiology II	3	HSMB622	36	Microbiology II involves the study of various infectious agents, including all viruses and bacteria, and their role in disease in the human body. Transmission, virulence, laboratory identification and diagnosis, pathological presentation, and pharmacology of treatment are investigated. The normal resident and transient flora of the human body are examined in relation to their beneficial roles in health and normal function.
	Naturopathic Counselling III	3	NMNC613	36	Building on NC I & II students will continue to develop counselling skills such as summarizing, paraphrasing, reflection of meaning and emotions and transition to problem solving.  The role and self-awareness skills are put into practice in the third role-playing course where students develop and practice the essential empathy and communication skills to build rapport.
	Nutrition IV	1.5	NMNU624	18	In Nutrition IV, clinical topics relating to nutrition for sports & exercise performance, bone health & osteoporosis, conditions involving the brain & central nervous system are addressed including, autism, ADHD, Epilepsy, Alzheimer's, MS, Parkinson's disease & ALS and lastly mood disorders including depression, anxiety, bipolar and schizophrenia are all expanded upon. In all of these sections the clinical use of dietary management and nutrient supplementation

	С	С	С	Н	C D
EAR 2 FALL (TERM 4)	Physical Medicine I	3	NMPM611	36	Physical Medicine I provides lecture style and hands-on training in physical assessment and pathology recognition for the upper extremity (shoulder, elbow, wrist, and hand). Included is the evaluation of common myofascial, arttion of c2n

	С	С	С	Н	C D	
EAR 2 IN ER (TERM 5)	Biomedical Sciences V	9	HSBM625	108	The courses include contributions from physiology, biochemistry, pathology, histology, embryology, neuroanatomy, pharmacology, and laboratory diagnosis. Biomedicine V covers components of blood, anemias, disorders of the blood, the cardiovascular system (anatomy, biomechanics, hemodynamic disorders, pathologies). Pharmacology of cardiac drugs is reviewed including diuretics, antiarrhythmics, and antihypa@tiblogies). PharmacolTd (15 Td[ II learn1.1 (diagnostic diagnostic diagnosti	io)30.

	С	С	С	н	C D
EAR 2 IN ER (TERM 5)	Microbiology III	1.5	HSBM623	18	Microbiology III involves the study of various infectious agents, including fungi, protozoans and helminths, and their role in disease in the human body. Transmission, virulence, laboratory identification and diagnosis, pathological presentation and pharmacology of treatment are investigated. A discussion of the use of anti-microorganismal medications (antiviral, antifungal, antiparasitic, and antibacterial), as well as naturopathic ways of dealing with these infections is explored. An overview of antibiotic-resistant microorganisms is also explored.
	Nutrition V	1.5	NMNU625	18	The clinical use of dietary management and nutrient supplementation is presented from the standpoint of both prevention and therapeutics. Various diets are investigated, and protocols for supplementation programs relative to specific disease processes and stages of the human life cycle are examined. The psychological meaning behind foods and food habits are also investigated. Nutrition V focuses on clinical nutrition (diet therapy & supplementation) for the treatment of hypoglycemia, insulin resistance, diabetes mellitus (types 1 & 2), obesity, hypertension, and cardiovascular disease. Etiology, assessment, and pathogenesis will be discussed when relevant to the treatment strategy.
	Physical Medicine II	3	NMPM622	36	Physical Medicine II provides didactic and practical training in physical assessment and pathology recognition for the lower extremity (hip, knee, leg, ankle, and foot). Included is the evaluation of common myofascial, articular, osseous, neurologic, and vascular pathologies of the lower extremity. A variety of core patient assessment methods are identified, including patient history, postural assessment, detailed anatomy palpation, range of motion assessment, orthopaedic testing, diagnostic imaging and basic patient management. The principles and practice are also applied with patient simulation exercises and practical clinical examinations.  Pre-requisites HSAN511, HSAN522, HSAN533

	С	С	С	Н	C D
EAR 2 IN ER (TERM 5)	Research II	1.5	PDRS612	18	Skills and concepts learned in Research I will be applied to study designs beyond controlled trials of interventions. Statistical and design features of n-of-1 trials, systematic reviews, meta-analysis, and trials that evaluate diagnostic methods will be discussed and common threats to the validity of these research designs will be explored. Students will learn to critically appraise these sorts of research designs in a systematic way. As well, fundamental principles of research ethics and the bodies that oversee them will be covered, with a focus on the components that constitute informed consent.
	Traditional Asian Medicine V	1.5	NMAM625	18	TAM V focuses on Heart, Small Intestine and Kidney acupuncture points locations & functions. Students will learn to safely locate and needle acupuncture points on the Heart, Small Intestine and Kidney meridians and will be able to list the indications and contraindications for these points.  Students will develop knowledge of TAM symptom pattern and diagnosis for the Heart, Small Intestine and Kidney organs from a TAM perspective. Practical classes will focus on tongue and pulse diagnosis and needling.
O AL		30		360	

	С	С	С	Н	C D
EAR 2 PRING (TERM 6)	Biomedical Sciences VI	9	HSBM636	108	As a synthesis of several fields of study, the biomedicine program sets out to promote an integrative and holistic view of how they contribute to the function and dysfunction of the human body. Biomedicine VI integrates the physiology, biochemistry, pathology, histology, embryology, neuroanatomy, pharmacology, and laboratory diagnosis of the gastrointestinal, hepato-biliary, renal, and reproductive systems.  Pre-requisites HSBM511, HSBM522, HSBM533, HSBM614 and 60% or higher in HSBM625 and 60% or higher in HSBM625 and
	Botanical Medicine VI	1.5	NMBM626	18	Botanical Medicine VI is a continuation of all prior bot med courses, with a focus on botanical therapies specific to neuro-endocrine systems. Classes are designed to explore key botanical applications in relation to the communication & control of the hypothalamic/pituitary/adrenal axis, as well as understanding the safe, e ective, and conscientious use of herbs for male and female reproductive health, and explores the making of herbal tinctures & glycerites.
	Clinical Diagnosis III	3	HSCD633	36	CDX III provides instruction in performing a general screening physical exam. Through lecture and lab, students develop the skills to perform examination of the HEENT, skin and nails, nervous system, cardiovascular system, thorax and lungs, abdomen, peripheral vascular system, and musculoskeletal system. The course culminates with a practical Milestone Exam in which students demonstrate competence in a multi-step physical screening exam. Students are required to successfully complete this exam to enter clinic as a secondary intern.  Pre-requisites HSBM511, HSBM522, HSCD611, 60% or better in HSBM533, HSBM614, HSBM625, 60% or better in HSCD622. If 60% or better has not already been achieved in Biomed VI, registration in Biomed VI is a corequisite.

	С	С	С	н	C D
EAR 2 PRING (TERM 6)	Physical Medicine III	4.5	NMPM633	54	Physical Medicine III provides lecture style and hands-on training in physical assessment and pathology recognition for the axial body (sacroiliac, lumbar, thoracic, ribs, cervical spine and TMJ). Included is the evaluation of common myofascial, articular, osseous, neurologic, and vascular pathologies of the axial body. A variety of core patient assessment methods are identified, including patient history, postural assessment, detailed anatomy palpation, range of motion assessment, orthopaedic testing, diagnostic imaging, and basic patient management.  Pre-requisites HSAN511, HSAN522, HSAN533
	Traditional Asian Medicine VI	1.5			

	С	С	С	н	C D
EAR 3 FALL (TERM 7)	Botanical Medicine VII	1.5	NMBM737	18	Botanical Medicine VII is a continuation of all prior botanical medicine courses, with a focus on the treatment of conditions of the nervous system & mental health, addressing issues such as sleep, pain, stress, and anxiety/depression & cognition. Students will learn indications, contraindications, side e ects and interactions of botanical medicines with an emphasis on the alkaloids as constituents, their pharmacology, and clinical applications. Inquiry based learning provides students clinical cases to support their diagnostic and prescribing skills.
	Clinical Diagnosis IV	3	HSCD714	36	In CDx IV students will develop di erential diagnosis skills for conditions pertaining to the gastrointestinal, hepato-biliary, and genito-urinary systems. Lecture, cases, and practical classes support student skills and knowledge development. Physical exam skills will focus on advanced examination of the head and Neck, and the advanced abdominal exam.  Pre-requisites HSBM511, HSBM522, HSBM533, HSCD61, HSCD622, HSCD633, 60% or better in HSBM614, HSBM625, HSBM636 (Biomed IV—VI)
	Emergency Medicine	1.5	CPEM721	18	This course will enable students to assess emergency situations and respond immediately as a professional first-responder in order to provide basic life support. Students will learn to recognize and assess an emergency situation, develop an approach to managing emergency situations (cardiovascular, anaphylaxis, trauma) and to diagnose and treat common emergent conditions.  Pre-requisite HSBM625
	Gynecology	3	CSGY711	36	Gynecology examines reproductive health of persons with uteri, including development throughout the life cycle, anatomy and physiology of the reproductive and endocrine system, and investigation and treatment of imbalance /disease. Topics include amenorrhea, fibroid, endometriosis, hormone imbalance, and malignancies. In addition to pathologies and treatments, wider factors are examined, including socioeconomic status and cultural behaviours, and a review of Trans and Nonbinary reproductive health. Students will learn how to perform a gynecological exam and pap exam with lecture and practical training.

	С	С	С	н	C D
EAR 3 FALL (TERM 7)	Homeopathic Medicine VII	1.5	NMHO737	18	Homeopathy VII focuses on case management and follow ups visits for both acute and chronic cases. Students will learn the theoretical and clinical applications in approaching the second prescription, explore posology and prognosis, understand the e ects of the prescription.  Through study of The Organon, students will learn about aggravations and proving of the remedy and how to manage these.  Students will further enhance their knowledge of homeopathic remedies through study of the Materia Medica.  Pre/Co-requisite NMHO513
	Naturopathic Clinical Arts and Sciences I (NCAS I)	3	NCAS711	36	The NCAS I course introduces students to integrative medicine and functional disorders of the gastrointestinal system and the microbiome and their role in neurodevelopmental disorders. Endocrine system disorders will be reviewed including adrenal, thyroid, and reproductive disorders. Autoimmune dysfunction and common dermatological conditions with a focus on identification and lab diagnosis will be discussed. Students will learn the indications and contraindications of injectable vitamins and practice phlebotomy, and vitamin B12 Injections.
	Naturopathic Manipulation I	3	NMNM711	36	Through lecture and practical labs, Naturopathic Manipulation I provides students the knowledge and skills to perform an assessment of a regional joint complex and surrounding structures, discuss and identify the significance of regional normal versus pathological end-feels associated with joint dysfunction (subluxation), perform regional joint play mobilizations for assessment and treatment, perform palpation, stretching, strengthening and muscle testing for regional therapeutic applications and demonstrate a high velocity, low amplitude thrusts as indicated.  Pre-requisite HSBM625

	С	С	С	Н	C D
EAR 3 FALL (TERM 7)	Nutrition VII	1.5	NMNU737	18	In Nutrition VII, students will learn dietary and nutritional support for reproductive/hormone

	С	С	С	н	C D
EAR 3 IN ER (TERM 8)	Botanical Medicine VIII	1.5	NMBM738	18	In this course there is an emphasis on clinical applications of botanical medicine for thyroid/cardiovascular health and diabetes/metabolic syndrome, and genitourinary health. The ecological, ethnobotanical, and environmental concerns that exist within the practice of botanical medicine is reviewed. Key actions of the herbs will be explored based on both their traditional and modern usage. Through study of the Materia medica, students will learn the pharmacognosy, indications and contraindications of botanical remedies and be able to formulate tinctures for specific conditions.
	Clinical Diagnosis V	3	HSCD725	36	CDx V continues the di erential diagnosis of peripheral vascular, gastrointestinal, hematological neurological, pulmonary, and immunological disorders. Case presentation and symptoms of common mental health issues are covered including anxiety, OCD and PTSD,

	С	С	С	Н	C D	
EAR 3 IN ER (TERM 8)	Nutrition VIII	1.5	NMNU738	18	In Nutrition VIII, case studies are used to present an evidence-based examination of disease processes as they present in the human body. The student is provided a structured opportunity to explore and incorporate a detailed knowledge of the functional organisation and operational mechanisms used by cells, tissues, organs, and systems as they relate to lecture topic discussed. Debate Topics include: Raw vs Cooked Foods, Vegetarian vs Meat, Grains vs Grain Free, Probiotics vs Fermented Foods, Supplementin Frees  in vs Pso[sisent)15 rmi(s)]JO FxpO 5 Td/Infhe	kpee, (

	С	С	С	н	C D
EAR 3 IN ER (TERM 8)	Traditional Asian Medicine VIII	1.5	NMAM738	18	TAM VIII focuses on Du & Ren vessels acupuncture points locations & functions, the 8 extra vessels, and ear acupuncture. Students will learn to safely locate and needle acupuncture points on these meridians, will be introduced to electroacupuncture and will be able to list the indications and contraindications for these points. Practical classes will focus on tongue and pulse diagnosis and clean needling techniques for acupuncture.
	Clinic Secondary	9	CPCE501	144	Students are enrolled as secondary interns in the teaching clinic in their third year of the program. Over the course of three terms the secondary intern assumes increasing responsibility in patient care including physical exam, interviewing and charting, patient research and case presentation.
O AL		30		396	

	С	С	С	н	C D
EAR 3 PRING (TERM 9)	Botanical Medicine IX	3	NMBM739	36	Botanical Medicine IX is the final course in a series delivered during the naturopathic curriculum to complete the botanical medicine program. The development of a systematic understanding of the indications and actions of medicinal plants that can be applied practically in the clinical context is emphasized. Through case studies students will learn the practical application of the herbs for dermatology, geriatrics, cancer, and pregnancy and lactation. Students will develop and present a botanical "first aid kit".
	Clinical Diagnosis VI	3	HSCD736	36	The clinical diagnosis courses provide an in-depth study of the significance and interpretation of clinical signs and symptoms for the development of diagnostic skills appropriate to the role of a primary care provider.  Emphasis is placed on the collection and interpretation of physical/clinical data to arrive at a naturopathic medical diagnosis. Through lecture, lab, practice and the study of case histories, students develop history taking and physical examination skills, learn to develop diagnostic acumen, cultivate clinical judgment and problem-solving abilities, and develop competency in di erential diagnosis and assessment.  The topics covered by CDx VI include di erential diagnosis of reproductive system, breast disorders, multi-system cardiology, fatigue, and a review of hormone labs. Students will develop clinical skills to perform a focused cardiovascular exam, peripheral vascular exam, urogenital/ prostate Exam, pelvic and breast/chest Exam. This course culminates in a milestone exam utilizing simulated patient cases, the "Mock Patient Assessment"  Pre-requisites HSBM511, HSBM522, HSBM533, HSBM614, HSBM625, HSBM636, HSCD61, HSCD622, HSCD633, HSCD725

	С	С	С	н	С	D
EAR 3 PRING (TERM 9)	Traditional					

	С	С	С	н	C D
EAR 4 IN ER- PRING (JAN JUNE)	Clinic Primary	24		384	Students are enrolled as primary interns in their fourth year of the program. These rotations provide the student hands-on opportunities to develop clinical knowledge, skills and attitude through patient interviewing, physical exam, lab diagnosis, development of a working diagnosis, development of a treatment plan and application of naturopathic principles and philosophy
EAR 4 IN ER (TERM 11)	Genetics	1.5	CSGN631	18	This course is a survey of the study of genetics and epigenetics as they apply to medicine and clinical practice. Students will review common terms and vocabulary when discussing genetics and epigenetics, examine the most common genetic disorders and genetic testing encountered in practice, and explore medical applications of genetic research. We will also focus on autoimmune disease as an example of the interplay of genetics and epigenetics.
	Geriatrics	1.5	CSGR821	18	This course will cover clinical considerations when doing a historical intake, physical exam, nutritional assessment, laboratory investigation, pharmacological and naturopathic interventions for geriatric population health concerns.  Some of the more common non-pathological abnormal findings for the geriatric population will also be explored. Commonly found pathologies in the geriatric population will be discussed.
	Naturopathic Clinical Arts and Sciences V	3	NCAS825	36	The topics covered by NCAS V are cultural competence in healthcare, gender sensitivity, racism and discrimination in health care, and trauma informed care. students will be able to explain the impact of cultural and socioeconomic disparities in health care delivery. Case studies and group work will focus on anxiety/depression, atrial fibrillation, scabies, Parkinson's, gastroenteritis, and asthma.

	С	С	С	н	C D
EAR 4 IN ER (TERM 11)	Professional Development III	3	PDPD813	36	Professional Development III facilitates students in creating an individual customer acquisition and retention strategy based on the individual student's career plan, skillset, and mindset.  Collaborative coaching and discussion topics include contract negotiations, logistics, systems, and operations. The course culminates in the completion of the Professional Practice Portfolio: The Client Service Plan (CSP). The CSP provides a framework for execution and consistency for the practitioner's everyday interactions and business dealings and provides a basis for any sta, employees or associates to execute a consistent service delivery.
O AL		9		108	

	С	С	С	н	C D
EAR 4 PRING (TERM 12)	Jurisprudence	1.5	PDJU831	18	Jurisprudence prepares the student for the provincial licensing jurisprudence board exam. Students receive instruction on the legislation that governs healthcare practice in general and naturopathic medicine in particular. The bylaws for the College of Naturopathic Physicians of BC are also explored. Included in this conversation are the ethical aspects and considerations of clinical practice – duties of the doctor, liability, negligence, standards of care, consent to treatment and confidentiality.
	Medical Procedures	1.5	CPMP831	18	Provides instruction in identifying commonly encountered pathologies that are amenable to minor surgical techniques under the scope of practice for a naturopathic physician.  Selection of surgical techniques is covered including identifying the risks, benefits, and contraindications of each surgical technique.  Minor surgical procedures such as suturing techniques, incisions, the use of topical anaesthetics and bandaging/drainage techniques are also covered. This course includes a suturing and biopsy laboratory component which allows students to practice minor surgical and suturing techniques.
	Naturopathic Clinical Arts and Sciences VI	3	NCAS836	36	The topics covered by NCAS VI help prepare the graduating student with lectures on the Clinic Exit Exam Overview, PTSD and trauma informed care, infertility, chronic kidney disease, hypogonadism, prostate health, and SIBO. One class is dedicated to preparation for licensing Board Exams.
	Naturopathic Counselling VI	3	NMNC816	36	The sixth course in the series explores chronic pain, drug and alcohol use from a psychosocial perspective, the purpose of patient behaviours and modern transference and counter transference. This course also prepares students to exit the program through an experiential retreat that supports student to professional transition and for the next stage of their careers. This course also includes student centred

# **Clinic Requirements**

#### **CLINICAL ED CA ION PROGRAM**

The clinic curriculum extends across all four years of the program, with the main completion of clinical requirements during the 3rd and 4th years. Students must successfully complete the entire clinic curriculum within the 7 years as per the Completion Policy.

Students complete 36 weeks as a secondary clinician. The terms run from September to December, January to March, and April to June.

Senior interns complete two terms as a primary clinician over 12 months which run July through December and January through June. An eligible clinician may only enter the clinic at the beginning of a term.

### **CLINICAL COMPE ENCIE**

The purpose of clinical competencies is to evaluate the skills, knowledge and attitudes required of physicians including; medical interviewing, physical exams, di erential diagnosis, assessment, therapeutics, and communication skills. Competencies are divided into several categories to reflect the progressive development of the knowledge, skills and attitudes required of the student.

All secondary clinical competencies must be completed, approved, and submitted before a student may advance to primary clinician status. All primary clinical competencies must be completed, approved, and submitted by the end of the student's clinical training program in order to be recommended to graduate.

Note: these competencies are not linked to the clinic rotation grades. They are a separate requirement for graduation, and a signed-off competency does not assure a grade of "satisfactory" on any clinic rotation.

# RAN I ION O ECONDAR CLINICIAN REQ IREMEN

Transition to secondary usually happens at the beginning of the first term of the 3rd year of the program. Secondary internship is 12 months (three 4-month terms). All documents and course requirements must be completed for transition to be approved. Students on a modified track will likely have an altered clinic entrance schedule.

Note: View the full Transition to Secondary Clinician Requirements on page 170 of the Student Handbook.

# RAN I ION O PRIMAR CLINICIAN REQ IREMEN

Transition to Primary usually happens at the beginning of the first term of the 4th year of the program (July or January). Primary Internship is 12 months (two 6-month terms). All documents and course requirements must be completed for the transition to be approved. Students on a modified track or who are requesting a reduced clinic course load, need to meet with the ACDS prior to clinic entrance.

#### COMPLE ION REQ IREMEN

For recommendation for graduation clinic interns must fulfil the following Clinical requirements:

A minimum of 1400 hours broken down as:

- Minimum of 1200 hours as a student in clinic as outlined in the syllabi (shadow, assistant, secondary and primary hours);
- · Minimum of 100 hours preceptor hours;
- Minimum of 100 hours of Professional Development;
- A minimum of 50 hours of acupuncture (as a primary clinician included in 1200 hrs above);

All cAiminteen colorope t(a)n 4 y 1 gi g r 1 60.6 • (then 257). 3 ll (cm.) 3 2 (b) 7 5 (11) - 99976 (i)e 9 (n mh) u 4e (4) (2 th) - 11

•

## Clinic Requirements cont'd

#### PRECEP OR HIP

In keeping with Boucher's commitment to mentorship models of learning all students must fulfill 100 preceptor hours as part of their clinical education. A minimum of 50 of these hours must be with licensed naturopathic physicians (at least 4 di erent physicians). The remaining 50 hours may be attained with licensed naturopathic physicians or any regulated health care professional. For more information on preceptorship requirements, please see the Preceptorship Policy in this Calendar.

#### PRECEP OR HIP POLIC

The goals of the preceptor program at CCNM – Boucher Campus are as follows:

- expose students to diverse forms of healthcare and clinical practice which may not be taught or emphasized in curriculum at CCNM – Boucher Campus;
- 2) expose students to a variety of practice management strategies and styles;
- 3) provide networking opportunities to students before they are in a professional role, which may lead to job placement and/or mentorship in regards to patient care.

Note: View the full policy all po

### **DR G-FREE POLIC**

Students are prohibited from unlawfully possessing, using, or distributing, or being under the influence of, or inebriated by, alcohol or drugs, whether prescribed, illicit, or used recreationally, or any other intoxicant on campus property or at any school event. The sale or transfer of prescription

# E AL | IOLENCE AND MI COND C POLIC

P: The Canadian College of Naturopathic Medicine – Boucher Campus is committed to providing a safe working and learning environment that allows for full and free participation of all members of the CCNM – Boucher Campus community. To that end, the Campus has established a Sexual Violence and Misconduct Policy (the "Policy") and Procedure (the "Procedure") to address and prevent Sexual Violence and Misconduct and create a safe environment for Disclosing and Reporting.

Р ! :

CCNM – Boucher Campus is committed to addressing Sexual Violence and Misconduct by:

- implementing and actively promoting awareness to educate the CCNM – Boucher Campus Community regarding Sexual Violence and Misconduct and the issues addressed in the Policy;
- promoting learning and working conditions that seek to eliminate the potential for incidents of Sexual Violence and Misconduct to occur within the Institute's facilities or operations;
- reducing barriers to Disclosing and filing Complaints regarding Sexual Violence and Misconduct;
- 4. responding to Disclosures and Complaints in a procedurally fair, e cient, and consistent manner;
- 5. supporting members of the CCNM Boucher Cp 8.1 (c)-27.6 (t a)-19.5 (n)-19.6 (d t)-1aMt a(t a)-19.5 ((t l.02 Tw 014.3 (i)-13.3 (n)-16.1(t)-9.6

### **CANADA**

Naturopathic practice is regulated under provincial law in five provinces: British Columbia, Alberta, Manitoba, Saskatchewan and Ontario. Nova Scotia has legislation which provides Title Protection. Naturopathic doctors are required to complete an undergraduate degree with prerequisite medical studies at a recognized university, four years of full-time naturopathic education at a CNME-accredited naturopathic medical program, and pass rigorous regulatory board examinations that are standardized for North America.

For information on the practice of naturopathic medicine in Canada, contact the Canadian Association of Naturopathic Doctors.

416-496-8633 or 1-800-551-4381 info@cand.ca www.cand.ca

### **ON ARIO**

The profession of naturopathic medicine has been regulated since 1925 in Ontario. On July 1, 2015, the *Naturopathy Act* was proclaimed in force bringing the profession into the same legislative structure as other regulated health professions in Ontario and granting members of the profession the authority to prescribe certain drugs. The provincial regulatory authority is the College of Naturopaths of Ontario (CONO).

#### CONO

Telephone: 416-583-6010 info@collegeofnaturopaths.on.ca www.collegeofnaturopaths.on.ca

O A N D (OAND)

Tel: 416-233-2001 info@oand.org www.oand.org

### LICEN ING E AMINA ION

To obtain a naturopathic medical diploma or degree that qualifies the recipient to sit for a licensing examination in a province or state with a licensing board and standards of practice, students must have attended a CNME-approved naturopathic medical program following three years of standard pre-medical education. Some naturopathic medical programs require a baccalaureate from an approved university as a prerequisite for entry into the program.

### NA ROPA HIC PH ICIAN LICEN ING E AMINA ION (NPLE )

NPLEX is the standard examination used by all licensing

jurisdictions for naturopathic physicians in North America.

It includes six basic science exams (anatomy, physiology, pathology, immunology, biochemistry, and microbiology)

that are taken after the first twbniltatm8.3 (r-Tw O 18 (fh)-13.4 (o(fh)-8 (n)-T1|2.013 Tw O -1.625 T7f)-42x T.4 (Tw O -1.625 T)-16.1 (t)19)-9.7 Itd a 0

## I ION

CCNM will make naturopathic medicine an integral part of health care through pre-eminent education, research and clinical services.

### MI ION

C C N M :

 Demonstrate excellence in education to our students, supporting them throughout their careers;
 20.1 (2.3 Td(y)(I)1Tf-0.0r)16.7s

## **Governance and Academic Structure**

President, CCNM Press

The CCNM Board of Governors is composed of sixteen skills. The Board's mandate is to govern with a strategic Governors, representing both campuses. The College has perspective through e ective policy governance and ensured that its Board of Governors is populated with strong assurance of executive performance that allows the Vision individuals representing a broad range of knowledge and and Ends of the organization to be achieved with excellence. , B. ., LLM, M.Ed., PhD , BA, M.Ed. President & CEO Acting Executive Director and Director Academic A airs, CCNM - Boucher Campus D D G , ND **E** , MBA, CPA De Chief Financial O cer an , MA В , BA Chief Enrolment, Marketing and Communications O cer Executive Director, Human Resources

# **CCNM – Boucher Campus Administration**

### **ADNINI RA ION**

N .	E.	R
Lin Lawrence	llawrence@ccnm.edu	O ce Manager
Nicola Diaz	ndiaz@ccnm.edu	Human Resources O cer
Alberto Montoto	amontoto@ccnm.edu	IT Manager
Desil Manapat	dmanapat@ccnm.edu	Manager, Student Life
Deborah King	dking@ccnm.edu	O ce Services Assistant

### **FINANCE**

N.	E.	R
Jennifer He	jhe@ccnm.edu	Finance

### **ACA DEMIC**

N.	E.	R
Dr. Dave Scotten, ND	dscotten@ccnm.edu	Curriculum Specialist
Dr. Rochelle Heisel, PhD (Department of Medicine)	rheisel@ccnm.edu	Associate Dean of Academics
Reid Wildeman, BA, M.Ed.	rwildeman@ccnm.edu	Director of Academic A airs
Adewale Awosanya, MBA	AAwosanya@ccnm.edu	Academic Manager
Dr. Shawn Peters, ND	speters@ccnm.edu	Continuing Education Coordinator
Sakariya Aynashe, MSc.	saynashe@ccnm.edu	Academic IT Specialist
Dawne Bohme	dohme@ccnm.edu	Library Technician

# CCNM - Boucher Campus Administration cont'd

### **CLITIC ED CA ION**

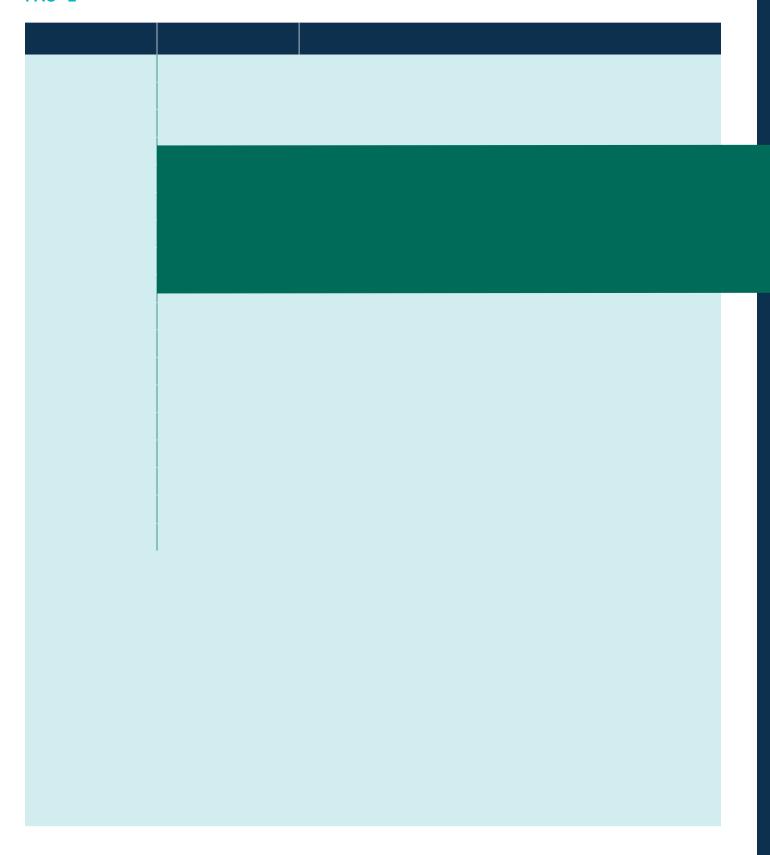
N .	E	R
Dr. Karrin Fairman-Young, ND	kfariman@ccnm.edu	Associate Dean of Clinical Studies & Chief Medical O cer
Dr. Jonathan Sheridan, ND	jsheridan@ccnm.edu	Core Faculty /External Sites Coordinator/ Supervisor
Ellen Kolvers	ekolvers@ccnm.edu	Clinic Education Coordinator
Donna Aperocho	daperocho@ccnm.edu	Clinic Manager
Madison Desjarlais	mdesjarlais@ccnm.edu	Lab Technician
Karen O'Hearn	kohearn@ccnm.edu	Dispensary Manager

## DEN ER ICE

N.	E.	R
Meghan Henesey	mhenesey@ccnm.edu	Registrar
Sony Her	sher@ccnm.edu	Student Services O cer
Marilyn McNeill	mmcneill@ccnm.edu	Student Services O cer
Makita Wiggins, MCP	mwiggins@ccnm.edu	Student Counsellor

### FAC L

### FAC L



### FAC L

#### CCNM BO CHER CAMP

435 Columbia Street, Suite 330 New Westminster, BC V3L 5N8 (604) 777-9981



### Vancouver – one of the world's best places to live

Vanco e i con i en l a ed a one of he o ld' be ci ie o li e in. I mo n ain , ocean, and ela i el mild clima e (b Canadian anda d), deli e man o doo ac i i ie o enjo .

CCNM Bo che Camp i loca ed in Me o Vanco e on he Fae Rie, be een B nab and Coq i lam. The camp i al o ep a a f om he Col mbia Sk T ain a ion.

The camp i onded bahiing a comm ni, fe i al, and ane okofpak and ail oeploe.