



# Addenda to the 2019-2020 Academic Catalog

The current OCOM Academic Catalog covers the 2019-2020 academic year, reflecting changes or corrections to the catalog through Summer 2020. This addendum should be used by students and staff along with the existing 2019-2020 Academic Catalog.

Students are encouraged to direct questions to the Dean of Graduate Studies or the Assistant Dean of Graduate Studies.

OCOM reserves the right to make changes as needs require, and to change, without notice, any of the information, requirements, and regulations in the Academic Catalog and this Catalog Addendum.

**April 15, 2020**

## (pp. 66-69) **Electives at OCOM**

Students in all OCOM entry-level programs (MAC, MACM, DACM) **must take three electives** as a requirement for completing their degree. These three electives are included in the cost of programmatic tuition. The table below illustrates how students can meet this requirement:

<p style="text-align: center;"><b>Tier 1</b> <b>Three Individual Classes</b> <b>Count as One Elective</b></p>	<p style="text-align: center;"><b>Tier 2</b> <b>One Individual Class Counts as One Elective</b> (Note: bullet points with multiple classes = one elective)</p>
<p><b>Asian Bodywork Foundation option:</b> for MAC students who want to continue their studies in Asian Bodywork, or MACM and DACM students wanting to study both bodywork systems</p> <ul style="list-style-type: none"> <li>• Shiatsu II</li> <li>• Shiatsu III</li> <li>• Shiatsu IV</li> <li>• Tuina II</li> <li>• Tuina III</li> <li>• Tuina IV</li> </ul> <p><b>Qi Cultivation Foundation option:</b> for MAC, MACM, and DACM students wanting to study both qi cultivation systems</p> <ul style="list-style-type: none"> <li>• Qigong II</li> <li>• Qigong III</li> <li>• Qigong IV</li> <li>• Taiji Quan II</li> <li>• Taiji Quan III</li> <li>• Taiji Quan IV</li> </ul> <p><b>Advanced Qi Cultivation option:</b> for students who have completed the foundational courses in Qi Cultivation (I-IV) and want to continue their studies</p> <ul style="list-style-type: none"> <li>• Qigong V</li> <li>• Qigong VI</li> <li>• Qigong VII</li> <li>• Qigong VIII</li> </ul>	<p><i>Open to students in all programs (DACM, MACM and MAC)</i></p> <p><b>Asian Bodywork Clinic:</b> for students who have completed the Bodywork Foundation series (i.e., Tuina I-IV or Shiatsu I-IV) and want to do an elective shift</p> <ul style="list-style-type: none"> <li>• Asian Bodywork Clinic: Tuina (48 hours)</li> <li>• Asian Bodywork Clinic: Shiatsu (48 hours)</li> </ul> <p><b>Herbal Rounds</b> (48 hours)</p> <p><b>Advanced Asian Bodywork options:</b> for students who have completed the Bodywork Foundation series (i.e., Tuina I-IV or Shiatsu I-IV)</p> <ul style="list-style-type: none"> <li>• Advanced Tuina</li> <li>• Advanced Shiatsu I</li> <li>• Advanced Shiatsu II</li> </ul> <p><b>Advanced Acupuncture:</b></p> <ul style="list-style-type: none"> <li>• Japanese Meridian Therapy: open to students in all programs (DACM, MACM and MAC) during internship</li> </ul> <p><b>Advanced Clinical Studies:</b></p> <ul style="list-style-type: none"> <li>• China Externship (non-instructional fees for travel, lodging, etc. are not included in tuition, but are a part of the cost of attendance)</li> </ul> <p><b>Classics Studies:</b></p> <ul style="list-style-type: none"> <li>• Pre-Han Classical Texts I: <i>Yi Jing, Dao De Jing, Huang Di Nei Jing</i> (Note: this is a required course for students in DACM program)</li> </ul>

- Qigong IX
- Taiji Quan V
- Taiji Quan VI

**MAc students may take these required elements of the DACM as an elective:**

**Integrative Medicine:**

- Integrative Case Management I
- Integrative Case Management II
- Integrative Case Management III
- Integrative Case Management IV
- Integrative Case Management V
- Integrative Case Management VI

**Miscellaneous Elective Classes** - No prerequisite

- Pediatric Tuina
- Foot Reflexology
- Survey of Topics in Microbiology
- Survey of Topics in Biochemistry
- NCCAOM Herbal Review
- NCCAOM Acupuncture Review
- NCCAOM Biomedicine Review

- Pre-Han Classical Texts II: *Yi Jing, Dao De Jing, Huang Di Nei Jing*

**Advanced Clinical Topics:** (Note: DACM students are required to take one of the following as a required program selective; they can take any of the others as electives)

- Advanced Topics in Neuro-Orthopedics
- Advanced Topics in Obstetrics and Gynecology
- Advanced Topics in Behavioral Health
- Advanced Topics in Gastrointestinal Disorders

**MAc students may take the following required element of the DACM as an elective:**

**Integrative Medicine:**

- Comparative Health Professions and Practices

**MACM students may take these required elements of the DACM as an elective:**

**Herbal Studies:**

- Shang Han Lun
- Wen Bing Xue
- Additional Herbal Rounds shift

**Integrative Medicine:**

- Comparative Health Professions and Practices

**MAc and MACM students may take the following required element of the DACM as a single elective:**

**Evidence Based Practice:**

- Advanced Case Analysis and Clinical Research I-IV

(pg. 24) Remove Integrative Medicine Research III-V

(pg. 79) Per credit tuition fee is \$475

(pg. 80) Clean Needle Technique (CNT) class is \$175

(pg. 111) Doctoral program Academic Suspension Policy:

**DAOM Program Academic Probation, Suspension for Academic Deficiency, and Dismissal for Academic Deficiency Policies**

**Academic Probation** (*revised*)

If a student has more than four past due assignments at the mid-year point during the program, the student will be placed on Academic Probation, and will need to establish a written contract with the Dean of Postgraduate Studies for the completion of the past due work. If the student does not follow through on the written contract, the student may be suspended from the program.

**Suspension for Academic Deficiency** (*new policy*)

Students on academic probation who fail to follow through on the written contract established with the Dean of Postgraduate Studies for the completion of the past due work, or students who fail a required course, are subject to suspension from the program. Suspension is equivalent to a forced leave of absence, and is two years in length. During suspension, the student may not enroll at the college except for required remediation.

At the end of the suspension period, the student may petition the Dean of Postgraduate Studies for permission to resume study. Such petitions must document a student's plan to remedy the conditions that impeded academic success and resulted in academic probation and suspension. The Academic Steering Committee will review all such petitions and act favorably on them only when the committee determines, based on the evidence presented, academic success can be anticipated. If permission is granted for the

resumption of enrollment, the student will begin the new enrollment period on academic probation, which will remain in effect for 12 months.

Students who become subject to suspension for academic reasons for a second time shall be dismissed from the program.

**Dismissal for Academic Deficiency** *(new policy)*

If permission to rematriculate after suspension for academic deficiency is denied, the suspension will automatically revert to a dismissal. Students permitted to resume enrollment following a suspension are expected to make Satisfactory Academic Progress (SAP). Upon resumption of enrollment, such students are automatically placed on academic probation for a 12-month period. If at any time during this period the student fails to make Satisfactory Academic Progress, or has more than four past due assignments, the student is subject to dismissal. A student dismissed from the DAOM program for academic concerns may apply for readmission only after a one-year waiting period.

(pp. 83-84)

**Classroom Attendance Policy for Entry-level Programs**

In a professional medical program such as OCOM's, attendance is essential for acquiring knowledge and skills needed for safe and effective practice. As such, students are expected to attend all their classes and clinic shifts.

Faculty may require students who miss instructional time, either due to absenteeism, tardiness, or early departure from class, to do additional work. This may involve additional projects, examinations, meeting with tutors, teaching assistants, or the faculty themselves. Students are responsible for any additional costs associated with these requirements.

Any student who misses more than 25 percent of a class will receive a failing grade for the course ("F"). While faculty have the discretion to consider exceptions to this policy, any student requesting an exception must submit a written petition to the faculty member who will review the petition in consultation with the Dean of Graduate Studies. The student may be required to submit additional documentation to process the petition, the nature of which will be determined by the faculty member and Dean.

While disability accommodations cannot be given retroactively, any student who has missed more than 25 percent of the attendance requirement due to a medical condition that will continue to create functional limitations will be referred to the Disability Access Services and Tutoring Programs Coordinator to engage in the interactive process for requesting accommodations under the ADA and Section 504 of the 1973 Rehabilitation Act.

Students who fail a class because of excessive absences will need to repeat the class or clinic shift. In certain circumstances, this may require adding an additional year to the program of study.

**Clinic Attendance Policy**

In a professional medical program such as OCOM's, attendance is essential for acquiring knowledge and skills needed for safe and effective practice. As such, students are expected to attend all their clinic shifts. Faculty may require students who miss instructional time in clinic, either due to absenteeism or tardiness, to do additional work.

Any student clinician in either pre-internship or internship who misses more than 25 percent of an assigned quarterly shift will receive a failing grade for the shift ("F"), lose all accumulated patient contacts and hours for that shift, and the entire shift must be taken again in a subsequent quarter.

While faculty have the discretion to consider exceptions to this policy, any student requesting an exception must submit a written petition to the faculty member who will review the petition in consultation with the Associate Dean of Clinical Education. The student may be required to submit additional documentation to process the petition, the nature of which will be determined by the faculty member and Associate Dean of Clinical Education.

While disability accommodations cannot be given retroactively, any student who has missed more than 25 percent of the attendance requirement due to a medical condition that will continue to create functional limitations will be referred to the Disability Access Services and Tutoring Programs Coordinator to engage in the interactive process for requesting accommodations under the ADA and Section 504 of the 1973 Rehabilitation Act.

A student who does not contact the clinic front desk and their supervisor when they will be absent prior to a regularly scheduled or make-up shift will receive an unexcused absence. A second unexcused absence at any

point during the program will result in sanctions, up to and including possible suspension from clinic or the program.

While religious absences will not count against attendance requirements, students are required to notify their scheduled patients, the clinic front desk, and their supervisor of an impending absence due to a religious observance a minimum of one week in advance.

Holidays, supervisor absences, and emergency closures of OCOM clinic shifts do not factor into the total quarter attendance.

Any absences from a previous quarter, including those due to religious observances, must be made up by the mid-point of the following quarter or the student will receive a failing grade for the shift and lose all accumulated patient contacts and hours for that shift, and the entire shift must be taken again in a subsequent quarter.

Note that all absences on clinical shifts during pre-internship (which includes Herbal Medicinary Practicum) and during internship must be made up, as 100 percent completion of these course hours is a requirement for passing. This is in addition to any other work that may be required of the student by the faculty member for missing instructional time.

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**April 27, 2020**

## **DACM Degree Completion Track**

(pp. 27 and 52-54) **Course Name Changes:**

- IM661 Integrative Case Management I (Orthopedics) – *previously Applied Integrated Western Medicine I (Orthopedics)*
- IM662 Integrative Case Management II (GI) – *previously Applied Integrated Western Medicine II (OB/GYN)*
- IM663 Integrative Case Management III (OB/GYN) – *previously Applied Integrated Western Medicine III (GI)*
- IM664 Integrative Case Management IV (Behavioral Health) – *previously Applied Integrated Western Medicine IV (Behavioral Health)*
- IM665 Integrative Case Management V (Metabolic Syndrome/Diabetes) – *previously Applied Integrated Western Medicine V (Metabolic Syndrome/Diabetes)*
- IM666 Integrative Strategies for Pain – *previously Advanced Acupuncture for Pain*

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**May 14, 2021**

(pp. 72, 75, 76)

### **Advanced Standing**

Advanced Standing status may be available for individuals with medical doctorates (MD, ND, DC, DO), and in most cases for nurse practitioners and physician's assistants, whose significant Western science transfer credit allows for reduced Advanced Standing tuition. In any case, each Advanced Standing student is required to pay a \$150 evaluation fee. This evaluation is completed by the Dean of Graduate Studies and Assistant Dean of Graduate Studies, and serves as a written document for which classes and credits the student will receive credit.

Individuals seeking Advanced Standing must provide the Office of Admissions with course descriptions for all courses completed for which they are seeking credit, and course syllabi if more information is necessary to complete the evaluation. Depending upon the amount of transfer credit awarded, some advanced standing students may have a reduction in tuition costs on a term-by-term basis, depending upon transfer assessment. Approval of transfer credit and designation of advanced standing status is at the sole discretion of OCOM. (p. 72)

### **Programmatic Tuition**

Programmatic tuition rates are established by the Board of Trustees and published annually. (p.75)

### **Changes in Enrollment Status**

Students may request a change in their enrollment status. If this change affects full time enrollment status, tuition will be billed according to credit load and half or three quarter time status. Any student whose plan change means they are less than half time, will be billed the per credit rate. For information about tuition billing, contact the Registrar. (p. 76)

### **Footnote on tuition tables page 77-78:**

Cost of books and fees are additional.