

Advancing through Clinical Levels
Extracted from Clinic Manual

Level	Clinical Hours Required	Courses Required	Requirements Due to Advance
Pre-Internship Observation (~5-9 terms)	<input type="checkbox"/> Clinic Theater 1 <input type="checkbox"/> Clinic Theater 2 <input type="checkbox"/> 72 hours observation (2 rotations) <hr/> 144 total clinic hours earned	<input type="checkbox"/> Foundations 1 and 2 <input type="checkbox"/> TCM Diagnostics 1 and 2 <input type="checkbox"/> Point Location 1, 2, and 3 <input type="checkbox"/> Energetics 1 and 2 <input type="checkbox"/> Acupuncture Techniques 1 and 2 <input type="checkbox"/> Anatomy & Physiology 1, 2, and 3 <input type="checkbox"/> Biomedical Terminology <input type="checkbox"/> Pathophysiology 1 and 2 <input type="checkbox"/> Physical Assessment: Internal Medicine <input type="checkbox"/> Biomedical Diagnostic Techniques <input type="checkbox"/> Acu Treatment of Disease 1 <input type="checkbox"/> Chinese Herbology 1 and Lab 1	<input type="checkbox"/> Checklist for Observers <input type="checkbox"/> 1 st portfolio review <input type="checkbox"/> Benchmark Written Exam *enrolled in Clinic Theater 2
Level 1 (~2 terms)	<input type="checkbox"/> 144-180 hours at level 1 (4-5 rotations) <hr/> 288 - 324 total clinic hours earned	<input type="checkbox"/> Acu Treatment of Disease 2 and 3 <input type="checkbox"/> Advanced Needling 1 <input type="checkbox"/> Chinese Herbology 2 and 3, and Labs <input type="checkbox"/> Pharmacology OR <input type="checkbox"/> Physical Assessment: Neuromuscular	<input type="checkbox"/> Checklist for level 1 <input type="checkbox"/> 2 nd portfolio review <input type="checkbox"/> 1 st practical exam (have completed 2 rotations and are currently completing 2-3) * usually second term as intern
Level 2 (~3 terms)	<input type="checkbox"/> 288-360 hours at level 2 (8-10 rotations) <hr/> 576 - 684 total clinic hours earned	<input type="checkbox"/> Herbal Formulas 1, 2, and 3 <input type="checkbox"/> Syndromes <input type="checkbox"/> Herbal Treatment of Disease 1 <input type="checkbox"/> Psychology & Clinic Comm. OR <input type="checkbox"/> Mindful Somatic Therapies	<input type="checkbox"/> Checklist for level 2 <input type="checkbox"/> 3 rd portfolio review <input type="checkbox"/> 2 nd practical exam (have completed 10-12 rotations and currently completing 2-3) *usually three terms before final term
Level 3 (~3 terms)	<input type="checkbox"/> Complete remaining hours at level 3 (8-11 rotations) <hr/> 1008 total clinic hours earned	<input type="checkbox"/> Complete remaining courses	<input type="checkbox"/> Checklist for Level 3 <input type="checkbox"/> Checklist for Herbalist <input type="checkbox"/> Final Portfolio Review <input type="checkbox"/> 4 Competency Exams

NOTE: All checklists are paper-based and when complete submitted to the registrar; the student may wish to make a copy for their own records. Portfolio reviews are completed with an advisor through an appointment scheduled with clinic reception staff.

Portfolio Review Guide
Extracted from Portfolio Packet (pg. 12)

Review	Timing and Completed Coursework	Content Expectation
1st Formative Review	During the term prior to internship; see internship application for coursework requirements.	3 Observation SOAP notes with written reflections.
2nd Formative Review	During term of level 1 practical exam, usually 2nd term of internship. <input type="checkbox"/> Acupuncture Treatment of Disease 2 and 3 <input type="checkbox"/> Advanced Needling <input type="checkbox"/> Chinese Herbology 2 and 3, and Labs <input type="checkbox"/> Physical Assessment: Neuromuscular	At least 3 internship reflections, level 1 self-evaluation with learning goals, reflection on level 1 practical exam. Completion of level 1 checklist.
3rd Formative Review	During the term of level 2 practical exam, usually ~3 terms before graduation. <input type="checkbox"/> Herbal Formulas 1, 2, and 3 <input type="checkbox"/> Syndromes <input type="checkbox"/> Herbal Treatment of Disease 1 <input type="checkbox"/> Psychology & Clinic Communications or Mindful Somatic Therapies	At least one 3-sets-of-3 patient visit SOAPs with reflection, reflection on level 2 practical exam, additions of professional development to CV, Level 2 self-reflection and learning goals. Completion of level 2 checklist.
Summative Review	Completed within final term. All items of the portfolio including the Personal Final Review and Retrospective Reflection must be complete. The portfolio is assessed for completeness of contents and quality of the reflections.	Completion of entire portfolio - requirement of graduation.