
COURSE DESCRIPTION

A practical preparatory course for the clinical observation.

LEARNING OBJECTIVES

- Students are introduced to the academic structure of Emperor's Clinic
- Students will become familiarized with general clinical operations including OSHA and HIPAA regulations
- Students will become familiarized with basic policies and procedures for patient management
- Students will become familiarized with required clinic forms
- Students will review treatment room and needle kit preparations

COURSE PREREQUISITIES

Fundamentals of Oriental Medicine, Meridians I & II; Introduction to Herbal Medicine; Oriental Diagnosis; Anatomy & Physiology I; Western Medical Terminology, Biology, Chemistry, Biochemistry, Zang-Fu I & II, Acupuncture Therapeutics (can receive a waiver to take this concurrently)

REQUIRED TEXTS

Clinical Manual

RECOMMENDED TEXTS

N/A

COURSE REQUIREMENTS

Out-of-Class Work

To successfully complete the program, students need to plan studying a minimum of 2 hours out-of-class for each academic in-class hour; and half an hour out-of-class for each hour of clinical training.

A letter grade will be give upon completion of this course. 50% attendance – students must arrive on time and attend all three weeks to receive a passing grade. 50% assignments – all assignments are due on WEEK 3. This includes signature forms, completed OSHA & HIPAA exams, Operational Quiz, acquisition of a lab coat, student ID card plus 2 photocopies of ID card. Full credit will be given only when ALL documents are submitted on WEEK 3. Submission of assignments is considered the final exam. Should you come unprepared, your final grade will be reduced by one grade point (example: from A to B). If you go beyond one week after class is complete, your grade will be reduced another grade point (to a C). You will then have one day to submit any missing work or you will receive an F in the class. Anything submitted beyond the 3rd week will require a scheduled makeup assessment with Janel Gehrke at a fee of \$50.00.

SPECIAL NOTES

Note: Pre-Observation is to be taken no more than 2 quarters prior to enrolling in Clinical Observation Theater.

GRADING SCALE: 100-90% A, 89-80% B, 79-70% C, 69% and below F

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EMPEROR'S COLLEGE
MTOM COURSE SYLLABUS
PRE-OBSERVATION COURSE

CLASS ONE (The syllabus is subject to change at the discretion of the instructor.)

Week 1

- Review Syllabus and Roster
- Introduce team
- Review basics of clinic
- Class Requirements; attendance, quizzes, materials
- Review Clinic Manual
- Review scope of practice
- Define structure of Observation
- Review Observer Assignments
- Evaluations

CLASS TWO

Week 2

- Practical Info and clinic forms
- Procedures for Theater and Rounds - overview as this will be demonstrated in tour
- Clinic Rules for observers

CLASS THREE

Week 3

- Review of ICD 10 codes and CPT codes
- Review Clinic Safety
- Collection of signed/completed Preclinical Packet
- Review of Emergency Action Plan and Exposure Control Plan
- Clinic Tour

CLASS FOUR

CLASS FIVE

CLASS SIX

CLASS SEVEN

CLASS EIGHT

CLASS NINE

Course Code **CPC-1**
.6 Units
6 Hours

EMPEROR'S COLLEGE
MTOM COURSE SYLLABUS
PRE-OBSERVATION COURSE

Newman/Gehrke
Fall 2019

CLASS TEN

CLASS ELEVEN

REFERENCE MATERIAL

FACULTY INFO

Newman/Gehrke

Please check with instructor during class to get updated contact info.

robert@emperors.edu/jgehrke@emperors.edu

Newman, Robert

robert@emperors.edu

Robert Newman has served as curator of the Chinese herb garden at Nanjing Institute of Botany in China, and is one of the leading experts on Chinese medical plant identification in North America. He taught Chinese medicine at San Francisco State University and was on the faculty at ACTCM, where he created and developed an extensive Chinese herb garden. Robert has taught a number of courses in the MTOM Program including coursework in Herb Pharmacopoeia, Introduction to Herbal Medicine and The Learning Garden elective.

Gehrke, Janel

jgehrke@emperors.edu

Janel is an alumni of Emperor's College and is currently completing the DAOM program at Emperor's College and a Fellowship with the American Board of Oriental Reproductive Medicine. She has a local practice in Santa Monica specializing in cosmetic acupuncture and pain/injury recovery. Janel has worked several departments of Emperor's College over the last 7 years, and has recently coordinated both the MTOM and DAOM ACAOM re-accreditation site visits. She also hosts the Post CALE Brunch twice a year in an effort to help new graduates transition smoothly out of school and into a successful practice.