

**Advancing through Clinical Levels**  
*Extracted from Clinic Manual (pg. 42 – 43)*

Level	Practical Exams and Clinical Hours Required	Courses Required	Additional Requirements
<b>Pre-Internship Observation</b> (~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	<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 1 and 2	<input type="checkbox"/> Checklist for Observers <input type="checkbox"/> 1 <sup>st</sup> portfolio review <input type="checkbox"/> Benchmark Written Exam
<b>Level 1</b> (~2 terms)	<input type="checkbox"/> 144-180 hours at level 1 (4-5 rotations) <input type="checkbox"/> 1 <sup>st</sup> practical exam when completing level 1 clinical intern hours <hr/> 288 - 324 total clinic hours	<input type="checkbox"/> Acupuncture 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 <b>OR</b> <input type="checkbox"/> Biomedical Diagnostics	<input type="checkbox"/> Checklist for level 1 <input type="checkbox"/> 2 <sup>nd</sup> portfolio review
<b>Level 2</b> (~3 terms)	<input type="checkbox"/> 288-360 hours at level 2 (8-10 rotations) <input type="checkbox"/> 2 <sup>nd</sup> practical exam when completing level 2 clinical intern hours <hr/> 576 - 684 total clinic hours	<input type="checkbox"/> Herbal Formulas 1, 2, and 3 <input type="checkbox"/> Syndromes <input type="checkbox"/> Herbal Treatment of Disease 1 <input type="checkbox"/> Clinic Communications 1	<input type="checkbox"/> Checklist for level 2 <input type="checkbox"/> 3 <sup>rd</sup> portfolio review
<b>Level 3</b> (~3 terms)	<input type="checkbox"/> Complete remaining clinical hours at level 3, 288-396 hours (8-11 rotations) <hr/> 972 total clinic hours	<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"/> Exit Written Exam

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

Review	Timing and Completed Coursework	Content Expectation
<b>1<sup>st</sup> Formative Review</b>	During the term prior to internship; see internship application for coursework requirements.	5 Observation SOAP notes with written reflections.
<b>2<sup>nd</sup> Formative Review</b>	During term of level 1 practical exam, usually <b>2<sup>nd</sup> term of internship</b> .  <input type="checkbox"/> Acupuncture 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 <b>OR</b> <input type="checkbox"/> Biomedical Diagnostics	At least two internship SOAP notes with reflections, thinking about what course work might be included, draft of CV, 1 self-reflection and learning goals, and at least 1 intern meeting reflection.  Completion of level 1 checklist.
<b>3<sup>rd</sup> Formative Review</b>	During the term of level 2 practical exam, usually <b>~3 terms before graduation</b> .  <input type="checkbox"/> Herbal Formulas 1, 2, and 3 <input type="checkbox"/> Syndromes <input type="checkbox"/> Herbal Treatment of Disease 1 <input type="checkbox"/> Clinic Communications 1	At least 1 internship SOAP and reflection, one 3-sets-of-3 patient visit SOAPs with reflection, reflection on level 1 practical exam, deciding most coursework to be included, additions of professional development to CV, 2-3 self-reflections and learning goals, and 2-3 intern meeting reflections.
<b>Summative Review</b>	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.