

North American Institute of Medical Herbalism, Inc.

2900 Valmont Road Unit F-1, Boulder, CO 80301

720-722-4372 Fax-720-406-8784

Email: Inganora@gmail.com

Catalog Volume 5 Number 1E – January 2012

Classroom Certificate Programs

See separate catalog for Distance Learning courses.

Approved and Regulated by the Colorado Department of Higher Education,
Private Occupational School Board

The North American Institute of Medical Herbalism, Inc., (hereinafter referred to as NAIMH) offers education in medical herbalism, clinical nutrition, basic medical sciences, and other aspects of natural medicine. It is staffed with credentialed instructors.

The School is owned by the North American Institute of Medical Herbalism, Inc., a Colorado Corporation, wholly owned by Paul Bergner.

The school is located at 2900 Valmont Road Unit F-1, Boulder, CO 80301. Our classrooms are furnished with standard classroom equipment, white-board, overhead and digital projectors, a reference library, and facilities for on-line research. Our clinical students have access to two clinic rooms, a standard office, and a fully stocked herbal and nutritional pharmacy and lab.

Table of Contents

Mission	1
Faculty	2
Calendar	3
Programs and Seminars	4
Fundamentals of Medical Herbalism	5
Certificate Program in Advanced Herbalism	8
Certificate Program in Clinical Herbalism	13
Certificate in Nutrition	15
Rainforest Retreat Seminar	19
Flower Essence Practitioner Certificate	20
Policies	21
Faculty Biographies	27

Mission

Vitalism in healing is a clinical strategy based on the principle that Life, Nature, and the Great Spirit from which they arise are fully present in all the tissues of the body, and also in the psyche, the spiritual heart, and the soul: sustaining life and health, providing momentum for personal evolution on all levels and for the fulfilment of the highest purpose in social and spiritual life. Vitalist practitioners employ clinical strategies and methods which support this life force through encouragement of nourishment, digestion, rest, and appropriate activity; identification of purpose in personal life; connection with nature; an active spiritual life; identification and removal of obstacles to cure on all levels; and by avoidance of methods which suppress or distort the life force. Vitalism incorporates all aspects of science (especially physiology and pathophysiology) but equally values knowledge from traditional medicine, empirical observation, instinct, and intuition. It is not confined to the narrow materialistic world view that dominates much of modern science, medicine, and social life.

I began my studies of Vitalism in 1973, and in thirty years of practical clinical observation, and eight years of training herbalists and nutritionists in a public clinic using 100% Vitalist methods, I am more convinced each year that Vitalism is the only approach that will prevent or treat the epidemic of chronic degenerative physical and mental disease and the chronic despair that plagues North America today. Much of contemporary alternative medicine has its roots in Vitalism, but the past several decades have seen the various alternative schools, with the exception of a few dedicated practitioners, abandon their Vitalist roots; and, under regulatory and social pressures, turn to materialistic ideas and practice. The North American Institute of Medical Herbalism, Inc. is committed to producing well-trained clinical practitioners, grounded in the basic principles of Vitalism. Our students gain the knowledge, practical experience, and confidence necessary to preserve this tradition and to develop it in the context of contemporary and future emerging health problems.

Faculty Members

Paul Bergner, Clinical Nutritionist, Naturopath – Advanced Herbalism, Nutrition and Clinical Studies

Teresa Koby, Certified Clinical Herbalist, Certified Clinical Nutritionist – Herbal Therapeutics, Materia Medica, and Clinical Studies

Mary Barnes, Registered Herbalist (AHG), Certified Clinical Nutritionist – Herbal Therapeutics, Materia Medica, Clinical Studies

Tania Neubauer, ND, Herbalist – Fundamentals, Advanced, and Clinical Herbalism

Lisa Ganora, Herbalist, Pharmacognosy – Herbal Constituents, Fundamentals, Advanced, and Clinical Herbalism

Cat Pantaleo, Certified Clinical Herbalist, Certified Clinical Nutritionist – Basic Medical Sciences

Denise Townsend, Certified Clinical Herbalist – Clinical Faculty

Anne Thiessen, Registered Dietitian, Certified Clinical Herbalist – Clinical Nutrition and Clinical Studies

Matthew Becker, Medical Herbalist

(See biographies of regular faculty on page 26)

Guest Faculty

The following herbalists may lecture periodically at NAIMH, but do not necessarily visit every year.

Candis Cantin Packard

Cascade Anderson Geller

Deborah Frances, ND

Robin Dipasquale, ND

Jill Hoppe

Judy Bluehorse Skelton

Calendar for 2012 – 2013

September 1, 2011 – May 18, 2012

Clinical Internship

September 10, 2011 – May 6, 2012

Nutrition Certificate Courses

January 3, 2012 – July 13, 2012

Advanced Program and Seminars

July 6, 2012 – July 12, 2012

Mt. Hood Rainforest Trip

August 2, 2012 – April 4, 2013

Clinical Internship

**August 6, 2012 – December 20,
2012**

Fundamentals of Medical Herbalism

**September 1, 2012 – March 31,
2013**

Nutrition Certificate Courses

**October 25, 2012 – October 28,
2012**

Four Day Clinical Intensive

January 7, 2013 – July 12, 2013

Advanced Program and Seminars

Programs and Seminars Offered

Diploma/Certificate Programs

Fundamentals of Medical Herbalism	315 hours	See page 5
Certificate in Advanced Herbalism	470 hours	See page 8
Certificate in Clinical Herbalism	310 hours	See page 13
Certificate in Nutrition	867 hours	See page 15
Flower Essence Practitioner Certificate	45 hours	See page 20

Distance Learning

See our separate catalog for Distance Learning courses.

Fundamentals of Medical Herbalism

315 Hours: Classroom and Lab

Occupational Objective: To provide introductory level training in medical herbalism and clinical nutrition for students who intend to work in the herb or health foods industry or pursue further advanced studies.

Program Cost

Tuition	\$2500
Books and materials	\$ 300
Registration Fee	\$ 50
Total	\$2850

A deposit of \$500 is required with enrollment to reserve a space.

Prerequisites: High school diploma or equivalent.

Class Schedule: Mondays through Wednesdays, 10 am to 5 pm. See Calendar on page 3 for dates. There are 4 one-week breaks during the term for Independent Study.

Courses

Integrative Herbalism: Pathophysiology, Materia Medica, and Pharmacy	126 hours
Introduction to Nutrition	30 hours
Introduction to Botany and Plant Identification	33 hours
Introduction to Flower Essences	6 hours
Herbs of Commerce	12 hours
Materia Medica Independent Study	84 hours
Advanced Materia Medica	24 hours

Class Descriptions

This is an *intensive* program, and requires 12-18 hours of homework per week. The centerpiece of the program is the Integrative Herbalism sequence. This class integrates introductory courses in Physiology, Pathology, Herbal Materia Medica, and Herbal Pharmacy into coherent and related areas of study. The student will learn the physiology and pathology of a single tissue type or organ, then the herbs that affect it, ways to combine them in formulas, and methods to prepare them as teas, tinctures, powders, salves, etc.

Integrative Herbalism

Introduction to Vitalist Sciences: stimulants, relaxants, tonics, trophorestoratives – 9 hours

The Cell and its Environment: nutritional herbs; decoctions and infusions – 6 hours

Nervous System: stimulants, sedatives, nervines; tincture pharmacy – 9 hours

The Muscular Tissues: antispasmodics; powder pharmacy – 6 hours

Immunity: disinfectants, immune stimulants, immunomodulators – 9 hours

The Lymphatic System: alterative and lymphatic herbs – 6 hours

Skin and Membranes: vulneraries, demulcents, expectorants, tonics; oils, salves – 9 hours

Heart, Lungs, Vessels and Blood: stimulants, tonics, diaphoretics, antipyretics – 15 hours

The Digestive System: bitters, carminatives, laxatives, anti-inflammatories – 9 hours

The Liver: cholagogues and hepatoprotectants – 9 hours

The Urinary System: diuretics, disinfectants, tonics – 9 hours

The Endocrine System: adaptogens, endocrine regulators – 12 hours

Reproductive Systems: fertility herbs, emmenagogues, hemostatics, tonics – 12 hours

Integrative Herbal Pharmacy – 3 hours

Introduction to Herbal Formulation – 3 hours

Introduction to Botany and Plant Identification

The Language of Botany – 6 hours

Botany Field Practice: local medicinal herbs – 3 hours

Botany Field Practice: local medicinal shrubs – 3 hours

Botany Field Practice: local medicinal trees – 3 hours

Botany Field Practice: plains, foothills, montane – 15 hours

Nutrition

Introduction to Personal Nutrition – 3 hours

Nutrition in Human History – 3 hours

Proteins – 3 hours

Fats – 3 hours

Carbohydrates – 3 hours

Vitamins – 6 hours

Minerals and Trace Elements – 6 hours

Special Supplements in Commerce – 3
hours

Herbs of Commerce

The Herb Industry in North America – 3 hours

Herbs of Commerce in North America – 9 hours

Materia Medica Independent Study

As a study project, the student will compile information from four source books, and compose a quick reference guide to the use of 120 common herbs. Students will select also one herbal medicine per week for twelve weeks. They will use research resources in the Vitalist tradition and compile historical uses and actions of the herb. They will take the herb in various forms and doses, and will journal the results of their experiences. A faculty advisor will review their reports and offer feedback. Three weeks of class time during the program will be designated specifically for Independent Study.

Advanced Materia Medica

1. The Physiomedicalist actions and materia medica differentials – 3 hours

2. Humoral actions and materia medica differentials – 3 hours

3. Mucous membrane remedy differentials – 3 hours

4. Digestive tract remedy differentials – 3 hours

5. Respiratory tract remedy differentials – 3 hours

6. Nervine and sedative remedy differentials – 3 hours

Certificate in Advanced Herbalism

470 Hours: Classroom, Lab, and Projects

Occupational Objective: The program prepares the student with the skills necessary to earn income offering advice on herbal and nutritional treatments in a retail or private office setting.

Program Cost

Tuition	\$5300
Books and materials	\$ 300
Registration Fee	\$ 50
Total	\$5650

Travel expenses and meals on the two field trips are not included.

A deposit of \$200 is due with enrollment to reserve a space.

Prerequisites: Previous introductory studies in herbal materia medica, nutrition, and physiology

Class Schedule: Mondays through Wednesdays, 10 am to 5 pm. See Calendar on page 3 for dates. There are three one-week breaks during the term, and the field trips are in June and July.

Courses

Courses are taught in unified modules of closely related material. In a clinical setting the herbalist must pull together material from basic anatomy and physiology, pathology, herbal materia medica, therapeutic strategies, clinical nutrition, pharmacology, and interview skills; so each module in the program teaches these all together, in an integrated way, as is appropriate for the focus area of the module. One module is completed before a more advanced one is begun, except that modules of closely related material are taught simultaneously.

Fundamentals of Vitalist Medicine	54 hours
Vitalist Therapeutics for Acute Symptoms	42 hours
Clinical Nutrition in the Vitalist Paradigm	45 hours
Toxicity and Detoxification	12 hours
Roots of Chronic Disease I: Nutrition, Digestion, and Immunity	51 hours
Roots of Chronic Disease II: Insulin Resistance Syndrome	30 hours
Reproduction and Vitalist Therapeutics	24 hours
Safety, Side Effects, and Contraindications	36 hours
Bach Flower Essences	12 hours
Nature Observation and Field Trip	30 hours
Interview Skills	30 hours
Case Analysis	30 hours
Professional Practicum	18 hours
Materia Medica Independent Study	56 hours
Total	470 hours

Course Descriptions

Fundamentals of Vitalist Medicine

The student will learn the philosophical and historical aspects of medical Vitalism, including applications in Western and Asian systems of medicine, as well as methods of clinical assessment in these systems. Included are the history and principles of Thomsonian, Physiomedicalist, Eclectic, Homeopathic, and Naturopathic medicine; the pathophysiology of nutrition, digestion, exercise, and rest as it relates to Vitalism; an overview of the Vitalist underpinnings of Traditional Chinese, Ayurvedic, and Greek-Arabic medicine; practice at Vitalist assessment techniques from these systems; and a study of Vitalist concepts of herbal actions and formulation.

Vitalist Therapeutics for Acute Symptoms

The student will learn the pathophysiology and practical treatments for 40 common medical symptoms, using clinical nutrition, medical herbalism, hydrotherapy, and other treatments in the Vitalist paradigm. Conditions covered include upper, middle, and lower gastrointestinal tract conditions; blood purifiers, alteratives, and the 'bad blood' syndrome; the skin; catarrh, chronic mucous, and lymphatic conditions; fever; coughs, eyes, and ears; fatigue, depression, anxiety, and insomnia; pain; bladder and kidney conditions; menses; pregnancy and breast health.

Clinical Nutrition in the Vitalist Paradigm

The student will learn aspects of nutrition focusing on clinical applications for contemporary health problems. Beginning with studies of nutritional anthropology (as it relates to modern clinical practice), students will learn assessment techniques for nutritional status, and clinical interventions. Students will engage in the activities they will later ask their clients to perform, such as keeping a diet journal, performing self-assessment, and making dietary changes.

Toxicity and Detoxification

The student will learn the nature of metabolic and exogenous toxins; common pathologies of the liver, digestive, and portal systems; and nutritional and herbal therapies and dietary regimens to support natural detoxification.

Roots of Chronic Disease I: Nutrition, Digestion, and Immunity

Beginning with nutrition and digestion – the roots of the physiological tree – the student will learn the pathophysiology of digestion and immune disorders; and nutritional and herbal interventions for digestion, inflammation, allergy, infection, cancer, HIV infection, and autoimmunity.

Roots of Chronic Disease II: Insulin Resistance Syndrome

The pathology of insulin resistance is the common root of such modern diseases as hypertension, obesity, atherosclerosis, heart disease, Type II diabetes, and cancers of the breast, prostate and colon. The student will learn the pathophysiology of insulin resistance, with nutritional, herbal, and other natural treatments to prevent or treat it.

Reproduction and Vitalist Therapeutics

The student will learn pathophysiology and natural therapeutics (including clinical nutrition, medical herbalism, and lifestyle factors), for the male and female reproductive systems. Basic hormonal patterns of female complaints are covered first, followed by the specific pathologies of such conditions as PMS, menstrual cramps, excessive or deficient menstrual bleeding, uterine fibroids, ovarian cysts, infertility, and polycystic ovarian syndrome. Herbal, nutritional, and lifestyle therapeutics are offered for each condition. Finally, the male reproductive system is covered, for such conditions as infertility, impotence, and prostatic hypertrophy.

Safety, Side Effects, and Contraindications

The student will learn about herbal toxicology and side effects; the pharmacology and side effects of common drug categories; and potential drug-herb interactions. The course includes an overview of plant constituent chemistry, with an emphasis on considerations of toxicology; the side effects of common medicinal plants and aromatherapy oils; an introduction to medical pharmacology; potential drug-herb interactions; iatrogenic disease in the modern patient; and finally, considerations of safety in the elderly.

Bach Flower Essences

The student will study differentials between the Bach Essences, and will also partake in a field trip to make essences from local flowers.

Nature Observation and Field Trip

Students will learn methods of observation in nature to enhance clinical observation of clients; and methods of meditation in a natural setting for revitalization. We will also explore the plant life in three diverse ecosystems of the Great Plains and Rocky Mountains (the NAIMH respects the religious beliefs of all students, and no one is compelled to engage in any activities they feel are incompatible with those beliefs).

Interview Skills

Introduction to Clinical Skills. The student will learn the methods of the basic medical interview and gain in-depth practice. Methods will include the conventional PQRST interview, as well as a tongue and pulse assessment from traditional systems. As a final project, under the guidance of NAIMH Clinical Faculty,

students will collectively complete an intake and assessment for a live client, and deliver recommendations.

Case Analysis

The student will learn methods to analyze a client intake for pathological patterns in the Vitalist paradigm, with special attention to safety and referral skills; and to develop a Vitalist therapeutic plan. The majority of the class hours are spent analyzing actual client cases from the school clinic.

Professional Practicum

The student will gain first hand experience observing a professional herbalist at work. Students will select a professional herbalist or medical practitioner in the field of their chosen professional aspiration, and observe them or otherwise participate with them in a professional setting. A faculty advisor will approve the student proposal, be available for feedback and guidance during the process, and evaluate the final report.

Materia Medica Independent Study

The student will learn traditional uses of 18 herbs in the Vitalist tradition, experience first-hand the clinical actions and effects, and practice formulation using each herb. Students will select one herbal medicine per week for fifteen weeks. They will use Vitalist research resources and compile historical uses and actions of the herb. They will take the herb in various forms and doses, and will journal the results of their experiences. They will devise formulas using the herb in combination with others for a diversity of client presentations. A faculty advisor will review their study proposal and offer suggestions.

Certificate in Clinical Herbalism

310 Hours: Classroom, Practicum, and Thesis

Occupational Objective: This program prepares the graduate to develop a practice in clinical herbalism and nutrition.

Program Cost

Tuition	\$3600
Books and materials	\$
0 Registration Fee	\$ 0
Total	\$3600

A deposit of \$200 is required to reserve a space in the program. Due on first day of class.

Prerequisites: Previous advanced studies in herbalism, nutrition, interview skills, and clinical safety.

Class Schedule: Students select 4 hours of their choice in the NAIMH clinic between Monday and Saturday, inclusive, during the term. See Calendar on page 3 for dates of term. Regular class time is Thursday evening from 6-9 pm, during the same dates. There is a one-week break approximately every six weeks during the term.

	120 hours
Case Review	90 hours
Thesis in Materia Medica	40 hours
Teaching Practicum	12 hours
Client Education	18 hours
Practice Management Practicum	30 hours
Total	310 hours

Course Descriptions

Clinical Practice

The student will gain practical experience in seeing clients on an one-on-one basis without direct supervision. Students will attend shifts in a public clinic totaling 4 hours per week for 30 sessions.

Case Review

Case reviews expand the practical clinical skills of interviewing, case analysis, referrals, and therapeutics in herbalism and clinical nutrition. Students will attend a weekly case-review session in which their own cases and those of their clinical colleagues will be reviewed and discussed by one or more practicing professional herbalists and/or nutritionists. 3 hours per week for 30 weeks.

Thesis in Materia Medica

The student will gain practical experience in the research of all aspects of an herbal medicine of their choice, including scientific review, traditional uses in multiple medical systems, and practical hands-on experience. Students will select one medicinal herb of their choice, and research all aspects including phytochemical constituents, clinical trials, and traditional usage in Western and Asian medicine; and will also make and consume preparations of the herb, in the form of powder and in various solvents. A faculty advisor will review their work initially, at draft stage, and when complete.

Teaching Practicum

The student will gain practical experience teaching herbal classes to the public. Students will set up and teach one class on an herbal topic of their choice to the general public. A faculty advisor will review the project at its inception, be available to answer questions during the process, and will review the final report of the class.

Client Education

The student will gain practical experience in developing client education materials. Students will select three topics of their choice and prepare client education materials on these. A faculty advisor will review the topic proposals and offer advice initially, at draft form, and at final submission.

Practice Management Practicum

The student will acquire experience in practice management, client management, clinic marketing, and pharmacy management. Students will perform regular clinic management functions including management of schedule, files, and educational materials; clinic marketing, and pharmacy inventory and ordering —1 hour per week for 30 sessions. Their work will be overseen by a professional herbalist or

Certificate in Nutrition

867 Hours: Classroom, Lab, Thesis, and Projects

Occupational Objective: This program prepares the student with the skills necessary to earn income offering advice on diet, nutrition, and supplementation in a retail or private office setting. *It is specifically designed to integrate the training of the professional clinical herbalist with that of a clinical nutritionist.*

Program Cost*

Tuition	\$ 11,700
Books and materials	\$ 600
Registration Fee	\$ 50
Total	\$ 12,350

*Note: For students who complete the Fundamentals certificate in herbalism or the equivalent, and are concurrently enrolled in either the Advanced Program or the Clinical Internship, the tuition for the additional courses in the nutrition program is \$1600. The additional nutrition textbooks cost approximately \$250. The additional courses are taught two Saturdays per month during the eight months of the Clinical Internship (see previous pages) for a total of 96 hours additional study. The other courses in the Nutrition Certificate are covered in the Advanced and Clinical Programs. The herbalist then graduates with the three herbal program certificates (Fundamentals, Advanced, Clinical) and also the Nutrition Certificate.

Prerequisites: High school diploma or equivalent for full program. Only students concurrently enrolled and meeting the prerequisites for the Advanced Herbalism or Clinical Herbalism certificate programs will be admitted.

Class Schedule: See schedules for classes in the Fundamentals, Advanced, and Clinical programs. Also, Nutrition Certificate classes are held from 10 am – 5 pm on alternate Saturdays per month. See Calendar on page 3 for the term.

Courses

Students enrolled in the nutrition certificate program alone may take the courses as they are taught. Students with simultaneous enrollment in the Fundamentals, Advanced, and Clinical Herbalism certificate courses may transfer their courses from those programs for credit in the nutrition program.

Integrative Herbalism	See Fundamentals Program
Introduction to Nutrition	See Fundamentals Program
Fundamentals of Vitalist Medicine	See Advanced Herbalism Program
Vitalist Therapeutics for Acute Symptoms	See Advanced Herbalism Program
Clinical Nutrition in the Vitalist Paradigm	See Advanced Herbalism Program
Toxicity and Detoxification	See Advanced Herbalism Program
Nutrition, Digestion, Immunity	See Advanced Herbalism Program
Insulin Resistance Syndrome	See Advanced Herbalism Program
Reproduction and Vitalist Therapeutics	See Advanced Herbalism Program
Safety, Side Effects, and Contraindications	See Advanced Herbalism Program
Interview Skills	See Advanced Herbalism Program
Case Analysis	See Advanced Herbalism Program
Clinical Practice	See Clinical Internship
Case Review	See Clinical Internship
Client Education	See Clinical Internship
Practice Management	See Clinical Internship
Constitutional Effects of Food	See description below
Food and Mood	See description below
Nutrition Through the Life Cycle	See description below
Nutrition, Physical Activity, and Disease	See description below
Nutritional Physio-Chemistry	See description below
Optimal Weight and the Eating Disorders	See description below
Phytochemical and Other	
Specialized Supplements	See description below
Scientific Methodology in the	
Nutritionists Office	See description below
Nutrition Thesis	See description below

Course Descriptions

Constitutional Effects of Food

Foods affect us on many levels other than physiologically. The effects of the flavors – salty, sour, bitter, sweet, pungent, and astringent – as well as the heating and cooling, moistening and drying aspects of foods will be explored, touching on Oriental, Ayurvedic and Unani Tibb frameworks. Constitutional weaknesses and methods of working with them to enhance health will be introduced.

Food and Mood

Students will learn how nutrition affects brain neurotransmitters, energy metabolism, hormonal stability, blood sugar stability, and enzyme manufacture; which in turn affect mood states and can lead to depression, bipolar disorder, anxiety, and addictive disorders.

Nutrition, Physical Activity, and Disease

The increased macro- and micro-nutrition necessary for optimal sports performance of the athlete and non-athlete who is engaging in increased physical activity will be discussed. The role of physical activity and nutrition on disease states will be included, with an emphasis on prevention and wellness.

Nutritional Physio-Chemistry

This course introduces the student to the physiological chemistry principles necessary to understand how nutrients affect pathways in the body. The focus is on physiology, more so than the typical biochemistry class, so as to be of more immediate usefulness to the student of nutrition. We will examine the chemical processes within the body that utilize nutrients and energy from foods, while learning how vitamins and minerals are integral components of the process. Biochemical metabolism of carbohydrates, proteins and fats, ATP production through the Krebs cycle and electron transport chain, and the hormonal blood sugar balancing systems of insulin / glucagon / gluconeogenesis will be included.

Nutrition Thesis

Students will have the opportunity to research one area of interest in-depth. They may focus on a particular nutrient, or on a particular malady or aspect of health. A review of the literature will be an integral component of their work. They will work under the supervision of a faculty advisor who will review their work periodically throughout the process.

Nutrition Through the Life Cycle

This course discusses the varied nutrient needs due to physiologic and metabolic differences encountered during infancy, childhood, adolescence, pregnancy and lactation, and the advanced years. Lifestyle patterns to support optimal health and vitality at any age will be incorporated.

Optimal Weight and the Eating Disorders

Eating disorders are on the rise throughout the United States and their effects are devastating to patients and families. Weight management is of primary importance to millions in this country, and many pursue weight-loss goals while sacrificing their personal health. This course will introduce the student to the symptomology of eating disorders, and present counseling techniques useful for working with clients who present with the criteria of eating disorders, eating issues, and weight management. 'Health at every size' principles will be introduced as a Vitalist alternative to focusing on weight loss.

Phytochemical and Other Specialized Supplements

Research is exploding in the field of biologically active compounds that have important effects on the body for the maintenance of optimal health and recovery from disease processes. This course will explore the flavonoids, carotenoids, sulfur donors, tocopherols and tocotrienols, alpha-lipoic acid, and other nutritional supplements. Biological effects, sources, and potential therapeutic uses will be included.

Scientific Methodology in the Nutritionists Office

What does the nutritionist do when a client presents them with a handful of test results from their primary care practitioner? What tests are most useful in assessing nutritional and physiologic status? How do the medications clients are taking affect nutrient status, appetite, and digestive function? How does the nutrition practitioner verify or disprove a claim made by nutritional product manufacturers? This course explores these questions and provides a framework through which to examine and interpret scientific literature.

Rainforest Retreat and Visioning

30 Hours: Field Trip

Occupational Objective: This seminar provides skills which would supplement a larger body of education and experience to prepare the student for, or advance them in, the practice of clinical herbalism and nutrition.

Program Cost

Tuition	\$395
Books and materials	included in tuition
Registration Fee	\$ 0
Total	\$395

Travel expenses and meals are not included in the above tuition. A spot for car-camping is provided. The school will assist potential participants to arrange ride-sharing or shared rentals after flying in to Portland.

Prerequisites: previous studies in herbalism.

Class Schedule: See Calendar on page 3 for dates of term.

Seminar Description:

The student will learn basic concepts of spiritual visioning for the clinical practitioner, and meditation techniques for revitalization. In addition, we will meet approximately 100 plants in five different ecological zones near Mt Hood, OR. The group will also visit a working organic herb farm. Students are responsible for their own transportation and meals, but a car-camping site is included.

Flower Essence Practitioner Certificate

45 Hours: Classroom and Clinic

Occupational Objective: This program prepares the graduate to recommend flower essences in a retail or clinical setting.

Program Cost

Tuition	\$600
Books and materials	\$ 45
Registration Fee	\$ 0
Total	\$645

Prerequisites: High school diploma or equivalent.

Class Schedule: The classroom portion of the program is completed during simultaneous enrollment in the Fundamentals and Advanced Programs. After passing a clinical flower essence exam, and enrolling in the Clinical Herbalism program, students will submit clinical cases in which flower essences are recommended for review by faculty mentors who are qualified in flower essence therapy.

Courses:

Introduction to the Bach Flower Essences

Materia Medica Categories of the Flower Essences

Bach Remedy Differentials

The Basic Health Interview

The Bach Flower Interview

Case Studies

Flower Essence Field Trip

Clinical Practice

Clinical Skills Four-Day Intensive

23 Hours: Classroom

Occupational Objective: This seminar provides skills which would supplement a larger body of education and experience to prepare the student for, or advance them in, the practice of clinical herbalism and nutrition.

Program Cost

Tuition	\$395
Books and materials	included in tuition
Application Fee	\$ 20
Total	\$415

Travel expenses to the seminar and meals are not included in the above tuition.

Prerequisites: 100 classroom hours of previous studies in herbalism, or equivalent experience as a practitioner.

Class Schedule: See Calendar on page 3 for dates of term.

Seminar Description

The student will work in both lecture and collaborative clinical formats to further their clinical skills, including interview, self-knowledge, case management, and herbal formulation.

Clinical Skills Five-Day Intensive

30 Hours: Classroom

Occupational Objective: This seminar provides skills which would supplement a larger body of education and experience to prepare the student for, or advance them in, the practice of clinical herbalism and nutrition.

Program Cost

Tuition	\$495
Books and materials	included in tuition
Application Fee	\$ 20
Total	\$515

Travel expenses and meals are not included in the above tuition.

Prerequisites: 100 classroom hours of previous studies in herbalism, or equivalent experience as a practitioner.

Class Schedule: See Calendar on page 3 for dates of term.

Seminar Description

The student will work in both lecture and collaborative clinical formats to further their clinical skills, including interview, self-knowledge, case management, and herbal formulation.

School Policies

Postponement of Start Date

Postponement of a starting date, whether at the request of the school or the student, requires a written agreement signed by the student and the school. The agreement must set forth:

- a. Whether the postponement is for the convenience of the school or the student, and;
- b. A deadline for the new start date, beyond which the start date will not be postponed.

If the course is not commenced, or the student fails to attend by the new start date set forth in the agreement, the student will be entitled to an appropriate refund of prepaid tuition and fees within 30 days of the deadline of the new start date set forth in the agreement, determined in accordance with the school's refund policy and all applicable laws and rules concerning the Private Occupational Education Act of 1981.

School Closures and Holidays

When an unexpected closure occurs due to extraordinary conditions such as inclement weather, students will be notified as soon as possible by phone and/or radio, and/or TV which provide closure information as a public service. Classes are not held on the following holidays:

New Year's Eve	Labor Day
New Year's Day	Thanksgiving Day & the Friday following
Memorial Day	Christmas Eve
Independence Day	Christmas Day

Entrance Requirements

The school does not discriminate based on disability, race, creed, color, sex, sexual orientation, transgender status, marital status, national origin, or ancestry.

Prospective students must have a high school diploma or equivalency diploma to be accepted for enrollment. If applicants are beyond the age of compulsory school attendance in Colorado and do not possess a diploma or equivalency diploma, they may complete an ability to benefit test approved by the Colorado Department of

Higher Education. The school does not administer the test, but will provide information on availability when requested.

For specific prerequisites for the various programs, see the detailed descriptions on pages 5 through 18.

Acceptance into programs is not guaranteed by completion of the program that precedes it in sequence. The school may consider factors such as attendance record, timeliness of assignments, behavior, quality of competing applicants, or any other matter when considering admittance to a program.

Previous Credits and Transfer Credits

Credits from another institution will be evaluated on a case-by-case basis. We do not guarantee transferability of our credits to any other institution unless there is a written agreement with another institution.

Enrollment

Prospective students may enroll any time. Late enrollments will be accepted only one week into a program, or one day into a seminar, depending on the length of the course.

Attendance Requirements

Students are expected to arrive on time for class with proper materials. An overall attendance rate of at least 90% is required to pass a course, program, or stand-alone program. The student may be put on probation, with written notice, if attendance requirements are not being met during a course. Instructors may request your withdrawal from a course or program if absences or tardiness are excessive. Classes may, at the school's discretion, be made up by listening to recordings, if they are available, or by completion of a special assignment. There is a two-week time limit for making up classes in this manner. The school may, at its discretion, waive the above requirements if the student has a compelling personal situation. Students arriving late for three classes will be docked the equivalent of one full 3-hour class, which may, at the school's discretion, be made up with a special assignment.

Students who are unable to continue classes for medical reasons or severe personal problems will be required to take a leave of absence until they are able to return to class. Proper documentation will be required to substantiate a student's withdrawal.

Incomplete Assignments

All homework assignments must be completed in order to earn a grade in a course, and a late fee may be required at the school's discretion for any homework received after the due date. Due dates and late fees will be described at the time of the assignment.

Students who do not complete all the courses within a program may be required to make up the course/s or their equivalent in order to earn the program certificate.

If incompletes in any courses are not resolved within 7 days of the end of any program, a certificate will not be awarded for that program. At the school's discretion a reinstatement fee of \$150 may be required in order to turn in late assignments or to make up missed classes more than 7 days after the end of a program, in addition to any late fees for the assignment. Late thesis assignments will have a reading fee of \$50.

Enrolled students who fail to complete a program, but do complete individual courses within the program which are also approved stand-alone courses, will receive standalone seminar certificates for the courses they have completed.

Clinical Program

Faculty in the clinical program supervise cases through a process of reviewing the written cases. For this reason, timely submission of case write-ups is essential. A student who is late in submitting a case for review may be placed on probation for a period up to the remaining length of the program.

Client record keeping according to the protocols of the clinic are essential for legal, ethical, and practical reasons, and students in the clinic must complete all required paperwork before leaving the grounds after a visit. Violations of this policy are serious and may lead to probation, and with continued non-compliance, dismissal from the program.

Client confidentiality is of utmost importance, and nothing whatsoever heard in a client interview may be repeated outside of the room to *anyone*, except during case review sessions in which the client's name remains anonymous. Case review write-ups should not contain geographical or occupational identifiers of clients unless directly related to health issues in the case. Violations of this rule are very serious, and may result in probation or immediate dismissal from the program.

Being late for a client appointment in the clinic is also a serious offence, and the student may be placed on probation for a period up to the remaining length of the program.

Progress Policy

Program students must maintain a passing grade average in the courses completed. Those who do not may be placed on probation for a time specified by the school at the time the probation is instituted. During the probation period students must raise their grade average to passing or higher.

Grading System

90–100: High-Pass (HP) – Excellent
80–89: Pass (P) – Average
70–79: Low-Pass (LP) – Below Average
Below 70: Fail (F) – Unsatisfactory
C: Completed – ungraded assignment
I: Incomplete

Progress Reports

Program students will receive periodic progress reports. Students enrolled in short-term courses will be issued grades at the end of the course.

Conduct Policy

All students are expected to act maturely and are required to respect other students and faculty members. Possession of weapons, illegal drugs, and alcohol of any kind are not allowed at any time on school property or on school field trips or camping trips. Sexual contact between faculty or staff with students is not permitted. Any violation of school policies may result in permanent dismissal from school of the faculty member, staff member and/or student.

Dismissal

Any student may be dismissed for violations of rules and regulations of the school, as set forth in school publications. A student also may be withdrawn from classes if he or she does not prepare sufficiently, neglects assignments, or makes unsatisfactory

progress. The Director, after consultation with all parties involved, makes the final decision.

The Director may temporarily suspend a student whose conduct is disruptive or unacceptable to the academic setting. After appropriate counseling, students who demonstrate a genuine desire to learn and conform to school standards of conduct, may be allowed to resume attendance. The Director will review each case and decide upon re-admittance.

Student Complaints

Student complaints should be brought to the attention of the school Director in order to be resolved. Complaints which cannot be resolved by direct negotiation between the student and the school, may be filed with the Division of Private Occupational Schools (DPOS), 1560 Broadway, Suite 1600, Denver, Colorado 80202. Phone 303- 866-2723, or online at <http://highered.colorado.gov/dpos/> There is a two-year limitation after the last day of class attended for the Division taking action on student complaints.

Refund Policy

Students not accepted to the school and students who cancel this contract by notifying the school within three (3) business days are entitled to a full refund of all tuition and fees paid. Students who withdraw after three (3) business days, but before commencement of classes, are entitled to a full refund of all tuition and fees paid except the maximum cancellation charge of \$150.00 or 25% of the contract price, whichever is less. In the case of students withdrawing after commencement of classes, the school will retain a cancellation charge plus a percentage of tuition and fees, which is based on the percentage of contact hours (for on-site classes), or on the percentage of lessons completed (for distance learning courses) as described in the table below. The refund is based on the last date of recorded attendance.

Student is entitled to upon withdrawal/termination	Refund
Within the first 10% of the program hours (on-site classes) or 10% of the course lessons completed (distance learning)	90% less cancellation charge

After 10%, but within the first 25% of program hours (or course lessons for distance learning)	75% less cancellation charge
After 25%, but within the first 50% of program hours (or course lessons for distance learning)	50% less cancellation charge
After 50%, but within the first 75% of program hours (or course lessons for distance learning)	25% less cancellation charge
After 75% or course hours or lessons (if paid in full, cancellation charge not applicable)	NO refund

The student may cancel this contract at any time prior to midnight of the third business day after signing this contract. All refunds will be made within 30 days from the date of termination. The official date of termination or withdrawal of a student shall be determined in the following manner:

- a. The date on which the school receives notice of the student's intention to discontinue the training program; or
 - b. The date on which the student violates published school policy, which provides for termination.
 - c. Should a student fail to return from an excused leave of absence, the effective date of termination for a student on an extended leave of absence or a leave of absence is the earlier of the date the school determines the student is not returning or the day following the expected return date.
3. The student will receive a full refund of tuition and fees paid if the school discontinues a course/program within a period of time a student could have reasonably completed it, except that this provision shall not apply in the event the school ceases operation.
4. Complaints, which cannot be resolved by direct negotiation between the student and the school, may be filed with the Division of Private Occupational Schools of the Colorado Department of Higher Education, 1560 Broadway, Suite 1600 Denver, CO 80202. Phone 303 866-2723, or complaints may be filed online at <http://higher.ed.colorado.gov/dpos/>

There is a two-year limitation from student's last date of attendance on Division action on student complaints.

5. The policy for granting credit for previous training shall not impact the refund policy.

Late Tuition Payments

The school may charge a reasonable late fee for tuition payments received after the contracted due date.

Placement Assistance

NAIMH does not offer employment placement assistance to graduates. We make no guarantee, expressed or implied, of future employment. Current law prohibits any school from guaranteeing job placement as an inducement to enroll students.

Core Faculty Biographies

Paul Bergner, Medical Herbalist, Clinical Nutritionist, Naturopath

Paul Bergner has studied and practiced natural medicine since 1973, with formal studies in naturopathy, medical herbalism, clinical nutrition, traditional Chinese medicine, Ayurvedic medicine, flower essences, yoga therapy, and bodywork, including undergraduate studies in pre-medicine and psychology, and 50 semester hours of doctoral level medical studies at National College of Naturopathic Medicine. He has edited the *Medical Herbalism* journal since its founding in 1989, and has written seven books on medical herbalism, nutrition, Chinese medicine, ethnobotany, and naturopathic medicine. He has also edited periodicals on clinical nutrition and naturopathic medicine.

Paul directed the clinical herbalism program at Rocky Mountain Center for Botanical Studies for eight years, training more than 100 certified clinical herbalists in a 1500 hour education that culminated in a nine-month internship program. He serves as visiting faculty teaching nutrition, herbalism, and pathophysiology at Tai Sophia Institute. He taught nutrition for seven years as adjunct faculty at Naropa University, and as regular faculty at the Seven Bowls school of nutrition. In addition to directing the NAIMH, he teaches herbal materia medica and therapeutics, clinical nutrition, basic medical sciences, clinical skills, medical history and philosophy, and nature studies.

Teresa Koby, Certified Clinical Herbalist/Certified Clinical Nutritionist

Teresa is a graduate of the Rocky Mountain Center for Botanical Studies. She was on the faculty at the Center from 2001 through 2003. Teresa has been a faculty member of NAIMH since the school was founded in 2004, and is the Assistant Director of the school. She is an instructor in the Fundamentals, Advanced, Nutrition and Clinical programs at NAIMH. She is Director of the Clinical Herbalism and Clinical Nutrition Programs.

Teresa has more than 20 years of experience in education as a teacher and administrator. She is also the Director of the Herb Research Foundation in Boulder, Colorado and has had a clinical practice since the year 2000.

Tania Neubauer, N.D., Clinical Herbalist

Tania has studied and practiced herbalism since 1994. She completed programs of study with Michael Moore, Karyn Sanders, and the Pacific School of Herbal Medicine. She worked in the Berkeley Free Clinic for four years as a community health worker, counselor and medical coordinator. She completed her N.D. degree at the National College of Naturopathic Medicine in 2006. After graduation she practiced primary care medicine in a small rural Nicaraguan hospital through a collaboration with Natural Doctors International, a nonprofit that works to bring natural medicine to global health. Here conventional treatments were mixed with naturopathic treatments including indigenous and North American herbs. Subsequently she practiced primary care naturopathic medicine for two years in a community clinic for Spanish-speaking patients in Salem, OR. She has traveled throughout Central America and Mexico connecting with natural medicine practitioners in every country.

Mary W. Barnes RH (AHG), CN

Mary W. Barnes has practiced clinical herbalism since the year 2000, working as a wellness provider and teacher. She is a member of the teaching staff at the North American Institute of Medical Herbalism in Boulder, Colorado. She is responsible for teaching classes in therapeutics, formulation, pharmacy practice, case studies, clinical skills and nutrition. Mary works with students at NAIMH in each stage of their education, and she is the faculty contact for most distance learning students.

Mary is a graduate of the Rocky Mountain Center for Botanical Studies, receiving a certificate in clinical herbalism. She also earned a certificate in clinical nutrition from the North American Institute of Medical Herbalism. She is a graduate of the American Health Sciences University, completing a course of study in clinical nutrition. Mary is a professional member of the American Herbalists Guild and a member of the American Society of Botanical Artists. An accomplished writer, Mary has published journal articles in Medical Herbalism and writes a bi-weekly health column for the Herald Democrat, a local newspaper. She is a life long student of the human spirit and its relationship with the natural world. Mary lives and practices medical herbalism in Leadville, Colorado. She is the owner of Silver Spirit Herbs and Nutrition LLC.

Anne Thiessen, Registered Dietitian, Certified Clinical Herbalist

Anne is a registered dietitian, nutrition therapist, and certified clinical herbalist with a private practice in Boulder. She combines nutrition therapy and herbal medicine utilizing an integrative approach to encourage healing in her clients. She attended the University of California, Davis, and interned at Yale's teaching Hospital in New Haven Connecticut and prior to graduating from the Rocky Mountain Center for Botanical Studies in Boulder Colorado as a certified clinical herbalist. Anne has worked in the field of nutrition since 1986 and has incorporated herbal medicine into her work since 1997.

She teaches and guest lectures at a number of schools in the Boulder area, bringing her enthusiasm into the classroom for a variety of populations. Anne teaches clinical nutrition at NAIMH.

Lisa Ganora, Herbalist, Pharmacognosy

Lisa began studying herbs in the Wise Woman Tradition back in 1986 and fell profoundly in love with medicinal plants and natural healing. While studying with traditional herbalists in New England and the Appalachian mountains for ten years, she began creating herbal products and travelling the festival circuit with an herb booth and her wild-child daughter. In 1997 Lisa decided to study botany, chemistry, and health sciences at the University of North Carolina, Asheville, and graduated with highest honors and several awards. Lisa combines a deep understanding of traditional, Vitalist herbalism with a knowledge of herbal constituents and pharmacognosy for a truly holistic approach to herbal medicine. Lisa is a professor of pharmacognosy at the Southwest College of Naturopathic Medicine in Tempe, Arizona, and has lectured and taught classes at numerous schools and conferences around the U.S. She is the author of *Herbal Constituents*, the standard textbook of pharmacognosy for herbalists.