



Jeremiah W. (Jay) Nixon
Governor
State of Missouri

Jane A. Rackers, Division Director
DIVISION OF PROFESSIONAL REGISTRATION

Department of Insurance
Financial Institutions
and Professional Registration
John M. Huff, Director

BOARD OF THERAPEUTIC MASSAGE
3605 Missouri Boulevard
P.O. Box 1335
Jefferson City, MO 65102-1335
Telephone: 573/522-6277
Fax: 573/751-0735
800-735-2966 TTY Relay Missouri
800-735-2466 Voice Relay Missouri
massagether@pr.mo.gov

Loree V. Kessler, MPA
Executive Director

Meeting Notice
Missouri Board of Therapeutic Massage
January 23, 2012 – 12:00 p.m.
Conference Call Access Number – 573-526-6012
Toll Free Number –866-630-9353
Division of Professional Registration
3605 Missouri Boulevard – Jefferson City, Missouri

Notification of special needs as addressed by the Americans with Disabilities Act should be forwarded to the Board of Therapeutic Massage, P.O. Box 1335, 3605 Missouri Boulevard, Jefferson City, Missouri 65102 or by calling (573) 522-6277 to ensure available accommodations. The text telephone for the deaf or hard of hearing is 800/735-2966 or 800/735-2466 for Voice Relay Missouri.

Except to the extent disclosure is otherwise required by law, the Missouri Board of Therapeutic Massage is authorized to close meetings, records and votes, to the extent they relate to the following: Chapter 610.021 subsections (1), (3), (5), (7), (13), (14), and Chapter 324.001.8 and 324.001.9 RSMo.

The Board may convene in closed session at any time during the meeting. If the meeting is closed, the appropriate section will be announced to the public, with the motion and vote recorded in open session minutes.

Anyone requiring additional detail regarding the telephone conference call should contact the Missouri Board of Therapeutic Massage, P.O. Box 1335, 3605 Missouri Boulevard, Jefferson City, Missouri 65102 or by calling Loree Kessler, Executive Director at (573) 522-6277. The TTY number for Relay Missouri is 800/735-2966 or 800/735-2466 for Voice Relay Missouri.

Please see attached agenda for this meeting.

Missouri Board of Therapeutic Massage
Open Session Agenda
January 23, 2012, 2011
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**Tentative Open Session Agenda
 Missouri Board of Therapeutic Massage
 January 23, 2012 – 12:00 p.m.
 Conference Call Access Number –
 Toll Free Number –
 Division of Professional Registration
 3605 Missouri Boulevard – Jefferson City, Missouri**

Call to Order	Renata Brodecker, Chairperson
Roll Call	Executive Director
1. Approval of Agenda	
2. Approval of Open Minutes	
<ul style="list-style-type: none"> • September 26, 2011 Board Meeting • October 10, 2011 Conference Call • November 21, 2011 Conference Call • December 23, 2011 Conference Call 	
Mentorship Application Review	
3. Nancy Fulton	
School Review	
4. Perfect Touch Wellness Center – Bloomfield, IA	
Meeting Schedule	

Motions to Close

Section 610.021 subsections (14), 324.001.8 and 324.001.9 RSMo for the purpose of discussing investigative reports and/or complaints and/or audits and/or other information pertaining to the licensee or applicant section 610.021 subsection (1) RSMo for the purpose of discussing general legal action, causes of action or litigation and any confidential or privileged communication between this agency and its attorney, and for the purpose of reviewing and approving closed meeting minutes of one or more previous meetings under the subsection 610.021 RSMo which authorizes this agency to go into closed session during those meetings.

OPEN SESSION MINUTES
Missouri Board of Therapeutic Massage
September 26, 2011 - 12:30 a. m.
Division of Professional Registration
3605 Missouri Boulevard – Jefferson City, Missouri

At 9:02 a.m., the Missouri Board of Therapeutic Massage conference call meeting was called to order by Renate Brodecker, Chairperson, at the Missouri Division of Professional Registration, 3605 Missouri Boulevard, Jefferson City, Missouri.

Board members present:

Renate Brodecker, Chairperson
Dawn Standley, Vice Chairperson
Carl Nelson
Brandy Mouser

Staff present:

Loree Kessler, Executive Director
Jeanette Wilde, Executive I
Greg Roach, Licensure Technician II
Greg Mitchell, Counsel

Ms. Brodecker stated she would be voting in open and closed session.

A motion was made by Ms. Standley and seconded by Ms. Mouser to approve the open session agenda. Board members voting aye: Ms. Mouser, Ms. Standley, Mr. Nelson and Ms. Brodecker. Motion carried unanimously.

A motion was made by Ms. Mouser and seconded by Ms. Standley to approve the open session minutes of the August 1, 2011 conference call meeting. Board members voting aye: Ms. Mouser, Ms. Standley, Mr. Nelson and Ms. Brodecker. Motion carried unanimously.

Financial Report

The executive director explained that with the 2013 renewal cycle, the board must consider a renewal fee increase. The cost of investigations and inspections has increased with the conclusion of the renewal cycle. Businesses that did not renew the license are sent to the Central Investigative Unit to verify closure of that business. Additionally, an increase in investigations relating to applications for licensure has increased costs. The executive director reported that the amount for the individual and business renewal would be discussed at the next conference call meeting. A motion was made by Ms. Mouser and seconded by Ms. Standley to accept the financial report. Board members voting aye: Ms. Mouser, Ms. Standley, Mr. Nelson and Ms. Brodecker. Motion carried unanimously.

Section 324.265.8 & 9 Licensure Exemptions

The board discussed the exemption in the statute relating to special events and a state of emergency and determined no amendment would be made to the regulation noting the number of current licensees in this state and the differing standards of certifying bodies.

Election of Officers

A motion was made by Mr. Nelson and seconded by Ms. Mouser for Ms. Brodecker and Ms. Standley to continue to serve as chairperson and vice chairperson respectively. Board members voting aye: Ms. Mouser, Ms. Standley, Mr. Nelson and Ms. Brodecker. Motion carried unanimously.

Meeting Schedule

The board scheduled a conference call for noon, October 10, 2011.

At 9:26 a.m., a motion was made by Ms. Mouser and seconded by Ms. Standley to convene in closed session pursuant to section 610.021 subsections (14), 324.001.8 and 324.001.9 RSMo for the purpose of discussing investigative reports and/or complaints and/or audits and/or other information pertaining to the license or applicant, section 610.021 subsection (1) RSMo for the purpose of discussing general legal action, causes or action or litigation, and any confidential or privilege communication between this agency and its attorney, and for the purpose of reviewing and approving closed meeting minutes of one or more previous meeting under the subsection 610.021 RSMo which authorizes this agency to go into closed session during those meetings. Board members voting aye: Ms. Mouser, Ms. Standley, Mr. Nelson and Ms. Brodecker. Motion carried unanimously.

At 11:45 a.m., a motion was made by Ms. Mouser and seconded by Ms. Standley to convene in open session. Board members voting aye: Ms. Mouser, Ms. Standley, Mr. Nelson and Ms. Brodecker. Motion carried unanimously.

Disciplinary Hearing - Stacy Stulgin

At approximately 11:45 a.m. the board conducted a disciplinary hearing regarding Stacy Stulgin.

At 12:24 p.m., a motion was made by Ms. Mouser and seconded by Mr. Nelson to convene in closed session pursuant to section 610.021 subsections (14), 324.001.8 and 324.001.9 RSMo for the purpose of discussing investigative reports and/or complaints and/or audits and/or other information pertaining to the license or applicant, section 610.021 subsection (1) RSMo for the purpose of discussing general legal action, causes or action or litigation, and any confidential or privilege communication between this agency and its attorney, and for the purpose of reviewing and approving closed meeting minutes of one or more previous meeting under the subsection 610.021 RSMo which authorizes this agency to go into closed session during those meetings. Board members voting aye: Ms. Mouser, Ms. Standley, Mr. Nelson and Ms. Brodecker. Motion carried unanimously.

At 3:08 p.m., a motion was made by Ms. Mouser and seconded by Ms. Standley to convene in open and adjourn the meeting. Board members voting aye: Ms. Mouser, Ms. Standley, Mr. Nelson and Ms. Brodecker. Motion carried unanimously.



Executive Director

Approved by Board on

OPEN SESSION MINUTES
Missouri Board of Therapeutic Massage
October 10, 2011 - 12:30 a. m.
Division of Professional Registration
3605 Missouri Boulevard – Jefferson City, Missouri

At 12:00 noon, the Missouri Board of Therapeutic Massage conference call meeting was called to order by Renate Brodecker, Chairperson, at the Missouri Division of Professional Registration, 3605 Missouri Boulevard, Jefferson City, Missouri.

Board members present:

Renate Brodecker, Chairperson
Dawn Standley, Vice Chairperson
Carl Nelson
Brandy Mouser

Staff present:

Loree Kessler, Executive Director
Jeanette Wilde, Executive I
Greg Roach, Licensure Technician II
Greg Mitchell, Counsel

Ms. Brodecker indicated she would be voting in open and closed session.

A motion was made by Mr. Nelson and seconded by Ms. Standley to approve the open session agenda. Board members voting aye: Ms. Standley, Ms. Mouser, Mr. Nelson and Ms Brodecker. Motion carried unanimously.

Renewal Fee Increase

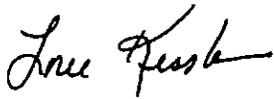
The executive director reported that a renewal fee increase to \$100 for a massage therapy license and \$75 for a business was needed. Expenditures had doubled in the area of complaints and investigation and the board spent nearly the entire allocation of funds for legal fees. These increase in costs allocated by the Central Investigative Unit were due to new business license inspections, completing biennial inspections and following up on businesses that failed to notify the board of corrections made after an inspection. An increase in the number of requests for certified court documents and hand delivery of board decisions also increased CIU costs. A motion was made by Mr. Nelson and seconded by Ms. Mouser for the executive director to draft the required amendment language and request for rulemaking and submit that detail to the division to begin the process of regulatory review. Board members voting aye: Ms. Standley, Ms. Mouser, Mr. Nelson and Ms Brodecker. Motion carried unanimously.

Meeting Schedule

The board tentative scheduled a conference call for November 21st.

At 12:06 p.m., a motion was made by Ms. Standley and seconded by Ms. Mouser to convene in closed session pursuant to section 610.021 subsections (14), 324.001.8 and 324.001.9 RSMo for the purpose of discussing investigative reports and/or complaints and/or audits and/or other information pertaining to the licensee or applicant section 610.021 subsection (1) RSMo for the purpose of discussing general legal action, causes of action or litigation and any confidential or privileged communication between this agency and its attorney, and for the purpose of reviewing and approving closed meeting minutes of one or more previous meetings under the subsection 610.021 RSMo which authorizes this agency to go into closed session during those meetings. Board members voting aye: Ms. Standley, Ms. Mouser, Mr. Nelson and Ms Brodecker. Motion carried unanimously.

At 12:58 p.m., a motion was made by Mr. Nelson and seconded by Ms. Standley to convene in open session and adjourn the conference call. Board members voting aye: Ms. Standley, Ms. Mouser, Mr. Nelson and Ms Brodecker. Motion carried unanimously.



Executive Director

Approved by Board on

OPEN SESSION MINUTES
Missouri Board of Therapeutic Massage
November 21, 2011 - 12:00 noon
Division of Professional Registration
3605 Missouri Boulevard – Jefferson City, Missouri

At 12:02 p.m., the Missouri Board of Therapeutic Massage conference call meeting was called to order by Renate Brodecker, Chairperson, at the Missouri Division of Professional Registration, 3605 Missouri Boulevard, Jefferson City, Missouri.

Board members present:

Renate Brodecker, Chairperson
Dawn Standley, Vice Chairperson
Carl Nelson
Brandy Mouser

Staff present:

Loree Kessler, Executive Director
Jeanette Wilde, Executive I
Greg Roach, Licensure Technician II
Greg Mitchell, Counsel

Ms. Brodecker indicated she would be voting in open and closed session.

A motion was made by Ms. Mouser and seconded by Ms. Standley to approve the open session agenda. Board members voting aye: Mr. Nelson, Ms. Standley, Ms. Mouser, and Ms. Brodecker. Motion carried unanimously.

Meeting Schedule

The board scheduled a conference call for noon, December 12, 2011.

At 12:03 p.m., a motion was made by Mr. Nelson and seconded by Ms. Standley to convene in closed session pursuant to section 610.021 subsections (14), 324.001.8 and 324.001.9 RSMo for the purpose of discussing investigative reports and/or complaints and/or audits and/or other information pertaining to the license or applicant, section 610.021 subsection (1) RSMo for the purpose of discussing general legal action, causes or action or litigation, and any confidential or privilege communication between this agency and its attorney, and for the purpose of reviewing and approving closed meeting minutes of one or more previous meeting under the subsection 610.021 RSMo which authorizes this agency to go into closed session during those meetings. Board members voting aye: Ms. Mouser, Ms. Standley, Mr. Nelson and Ms. Brodecker. Motion carried unanimously.

At 1:00 p.m., a motion was made by Ms. Mouser and seconded by Mr. Nelson to convene in open session and adjourn the conference call meeting. Board members voting aye: Mr. Nelson, Ms. Standley, Ms. Mouser, and Ms. Brodecker. Motion carried unanimously.



Executive Director

Approved by Board on

OPEN SESSION MINUTES
Missouri Board of Therapeutic Massage
December 12, 2011 - 12:00 noon
Division of Professional Registration
3605 Missouri Boulevard – Jefferson City, Missouri

At 12:01 p.m., the Missouri Board of Therapeutic Massage conference call meeting was called to order by Renate Brodecker, Chairperson, at the Missouri Division of Professional Registration, 3605 Missouri Boulevard, Jefferson City, Missouri.

Board members present:

Renate Brodecker, Chairperson
Dawn Standley, Vice Chairperson
Carl Nelson
Brandy Mouser

Staff present:

Loree Kessler, Executive Director
Jeanette Wilde, Executive I
Greg Roach, Licensure Technician II
Greg Mitchell, Counsel

Ms. Brodecker indicated she would be voting in open and closed session.

A motion was made by Mr. Nelson and seconded by Ms. Standley to approve the open session agenda. Board members voting aye: Mr. Nelson, Ms. Standley, Ms. Mouser, and Ms. Brodecker. Motion carried unanimously.

Sacred Body School for Clinical Massage

The board determined the content of the course of instruction met requirements for licensure. However, clarification was needed regarding Jodie Agee's education to teach anatomy and physiology.

Meeting Schedule

The board scheduled a conference call for noon, January 23, 2012.

At 12:13 p.m., a motion was made by Ms. Standley and seconded by Mr. Nelson to convene in closed session pursuant to section 610.021 subsections (14), 324.001.8 and 324.001.9 RSMo for the purpose of discussing investigative reports and/or complaints and/or audits and/or other information pertaining to the license or applicant, section 610.021 subsection (1) RSMo for the purpose of discussing general legal action, causes or action or litigation, and any confidential or privilege communication between this agency and its attorney, and for the purpose of reviewing and approving closed meeting minutes of one or more previous meeting under the subsection 610.021 RSMo which authorizes this agency to go into closed session during

Missouri Board of Therapeutic Massage
Open Session Minutes
December 12, 2011
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those meetings. Board members voting aye: Ms. Mouser, Ms. Standley, Mr. Nelson and Ms. Brodecker. Motion carried unanimously.

At 1:10 p.m., a motion was made by Ms. Mouser and seconded by Ms. Standley to convene in open session and adjourn the conference call meeting. Board members voting aye: Mr. Nelson, Ms. Standley, Ms. Mouser, and Ms. Brodecker. Motion carried unanimously.



Executive Director

Approved by Board on

STATE OF MISSOURI
 MISSOURI BOARD OF THERAPEUTIC MASSAGE
 AGENDA ITEM SUMMARY

APPLICATION TYPE				APPLICATION RECEIVED	
Mentorship License Application				12/19/11	
APPLICANT NAME					
Fulton, Nancy					
SCHOOL NAME					
<input type="checkbox"/> SECTION 1 – CRIMINAL HISTORY		Yes	No	Did Applicant Provide Documentation?	
Did Applicant Disclose?					
Recommendation: Deny _____ Probation _____ Suspension _____ Revocation _____ License _____					
Terms of Suspension/Probation:					
<input type="checkbox"/> SECTION 2 – EDUCATIONAL REVIEW				Yes	No
Is program approved by the Board?					
If school is not approved transcript must be approved?					
Instructor Review needed?					
CORE REQUIREMENTS		LIST ADDITIONAL HOURS REQUIRED			
300 hours Massage Theory and Practice					
100 hours Anatomy and Physiology					
50 hours Business Practices, et al					
50 hours Ancillary Therapies					
CPR and First Aid					
Notes:					
<input type="checkbox"/> SECTION 3 - COMPLAINT / INVESTIGATIONS					
Licensee is applying for her mentorship. Licensee has application, documentation of CE credits as well as work experience. The licensee has no new fingerprints since she became licensed, she has taken the national exam and passed, liability insurance is up to date.					

December 9, 2011

000014 DEC 19 2011

The purpose of this application is to seek approval to become a certified mentor.

Enclosed you will find:

Section I: Application

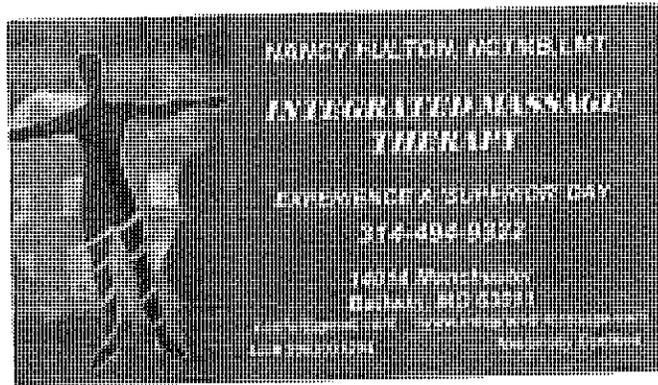
Section II: Documentation which includes:

Three verifiable letters of referral for massage therapy services from the program director, and two instructors along with copies of recommendations from clients. Also included is a copy of my professional massage therapy association membership, a copy of my Professional liability insurance, as well as certificates and a listing of all continuing education in massage and related therapies.

Section III: The Apprenticeship Training Program which includes:

A breakdown of class hours encompassing all activities required for licensure through the massage board for the State of Missouri. A timeline is included for each of the courses of instruction as set forth by the board.

← MONEY ORDER ENCLOSED





MISSOURI DEPARTMENT OF ECONOMIC DEVELOPMENT
 MISSOURI DIVISION OF PROFESSIONAL REGISTRATION
**APPLICATION FOR LICENSURE AS A
 CERTIFIED MENTOR**

STATE BOARD OF THERAPEUTIC MASSAGE
 P.O. BOX 1335
 3605 MISSOURI BOULEVARD
 JEFFERSON CITY, MO 65102-1335
 TELEPHONE (573) 622-6277
 TDD (800) 735-2966

000015 DEC 19 =

INSTRUCTIONS

- Please read this form before completing. This form must be typed or printed legibly in black ink.
- Provide complete information. Incomplete information will delay review of your application.
- Enclose \$100⁰⁰ application fee made payable to the Missouri State Board of Therapeutic Massage. Payment must be made in the form of a check or money order.
- Submit evidence documenting at least five (5) years massage therapy professional practice with an average of four hundred fifty (450) hours per year of massage teaching and massage practice hours.
- Submit evidence of instructor credentials.
- Submit syllabus or outline of material covered in each course.
- Fees are non-refundable.

APPLICANT DATA

NAME (FIRST, MIDDLE, LAST, SUFFIX, FORMER/MAIDEN)
 NANCY ALYCE FULTON

SOCIAL SECURITY NUMBER: 332 36 6625 DATE OF BIRTH: 9/4/1944 HOME TELEPHONE NUMBER: 636-926-2400

RACE (THIS INFORMATION IS VOLUNTARY): CAUCASIAN GENDER (THIS INFORMATION IS VOLUNTARY): FEMALE

HOME STREET ADDRESS (IF PO BOX, PLEASE ALSO PROVIDE A STREET ADDRESS): 8 UNIVERSAL DR. CITY: ST. PETERS STATE: MO ZIP: 63376

E-MAIL ADDRESS: NFULTON@CHARTER.NGT FAX NUMBER: _____

CURRENT PLACE OF EMPLOYMENT: HEALING ARTS CENTER EMPLOYMENT TELEPHONE NUMBER: 314-494-9322

EMPLOYMENT ADDRESS: 2601 SOUTH BIG BEND BLVD. CITY: ST. LOUIS STATE: MO ZIP: 63143

EDUCATION (If additional space is needed please attach sheets as necessary.) (Also include any military medical training)

COLLEGE, UNIVERSITY OR PROFESSIONAL SCHOOL	CITY/STATE	DATES ATTENDED				DEGREE OR CERTIFICATE AWARDED/ DATE	MAJOR COURSE OF STUDY
		FROM		TO			
		MON.	YR.	MON.	YR.		
Loyola U.	Chicago, IL			Accounting NIGHTS	1963 - 1965		
NORTHWESTERN U	Chicago, IL			Business NIGHTS	1966 - 1967		
HEALING ARTS CENTER	Maplewood Mo			2003 / 11/2004			

PROFESSIONAL EXPERIENCE - LIST ALL EMPLOYERS IN THE PAST FIVE YEARS

BEGIN WITH THE MOST RECENT EMPLOYMENT, USING ADDITIONAL SHEETS IF NECESSARY

A. NAME AND ADDRESS OF EMPLOYER

INTEGRATED MASSAGE THERAPY

NATURE OF BUSINESS

MASSAGE THERAPY

FROM TO IMMEDIATE SUPERVISOR'S NAME AND ADDRESS

MON. YR. MON. YR.

12 04 PRESENT OWNER, PRACTITIONER 7 YEARS

REASON FOR LEAVING

CURRENT

B. NAME AND ADDRESS OF EMPLOYER

GARDEN VIEW CARE CENTER, 700 Garden Path, O'Fallon, Mo

NATURE OF BUSINESS

SENIOR CARE

63366

FROM TO IMMEDIATE SUPERVISOR'S NAME AND ADDRESS

MON. YR. MON. YR.

CHARLOTTE LITTLE

4 10 PRESENT MASSAGE THERAPIST 1 YEAR

REASON FOR LEAVING

CURRENT

C. NAME AND ADDRESS OF EMPLOYER

MITCHELL JAMES SALON 35 THE BOULEVARD, BRENTWOOD Mo

NATURE OF BUSINESS

BEAUTY SALON

63117

FROM TO IMMEDIATE SUPERVISOR'S NAME AND ADDRESS

MON. YR. MON. YR.

JAMES MITCHELL

SAME

9 10 PRESENT 1 YR 3 MO

REASON FOR LEAVING

CURRENT

D. NAME AND ADDRESS OF EMPLOYER

HEALING ARTS CENTER 2601 Big Bend BLVD. Maplewood Mo

NATURE OF BUSINESS

MASSAGE School and Professional Massages

(St. Louis)

63143

FROM TO IMMEDIATE SUPERVISOR'S NAME AND ADDRESS

MON. YR. MON. YR.

ANN KAUFMAN, LMT

12 03 PRESENT DIRECTOR 8 YRS

REASON FOR LEAVING

CURRENT

E. NAME AND ADDRESS OF EMPLOYER

NATURE OF BUSINESS

FROM TO IMMEDIATE SUPERVISOR'S NAME AND ADDRESS

MON. YR. MON. YR.

TITLE OF APPLICANT'S POSITION

LENGTH OF EXPERIENCE IN THIS POSITION (YEARS, MONTHS)

REASON FOR LEAVING

LICENSURE, CERTIFICATION OR REGISTRATION

The applicant must answer the following questions. If any of the questions are answered yes, the applicant must provide an explanation.

- | | YES | NO |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------|-------------------------------------|
| 1. Have you ever been issued a professional license, certification, registration, or permit by any State, United States Territory, or commonwealth or District of Columbia? If yes, please list the state, territory, or commonwealth or District of Columbia, type of license with license number, status of license, and your name as it appears on the license. | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 2. Have you ever been denied a professional license, certification, registration, or permit? If yes, explain. | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| 3. Have you ever had any professional license, certification, registration, or permit revoked, suspended, placed on probation, or otherwise subject to any type of disciplinary action, or voluntarily surrendered under threat of investigation or disciplinary action? If yes, explain. | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| 4. Are you presently being investigated or is any disciplinary action pending against any professional license, certification, registration or permit you hold? If yes, explain fully in a separate notarized statement. | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| 5. Have you ever, in a criminal prosecution, been found guilty, pled guilty or received a suspended imposition of sentence for violation of any laws of a State or in the United States? | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| 6. Have you ever been a party in a civil suit that is medically related? | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| 7. Have you ever been restricted or disciplined in any way for unethical behavior or unprofessional conduct? | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| 8. Do you have a medical condition which in any way impairs or limits your ability to perform the duties of a massage therapist with reasonable skill and safety? | <input type="checkbox"/> | <input checked="" type="checkbox"/> |

SWORN AFFIDAVIT

I, the below named applicant, being duly sworn, hereby affirm under penalties of perjury that I am the applicant referred to in the preceding application for licensure as a Certified Mentor in the State of Missouri, and that all statements and enclosures are true and accurate to the best of my knowledge, information and belief.

I submit in consideration this application as required by the Missouri law governing Certified Mentors and subject to the rules and regulations of the Missouri State Board of Therapeutic Massage. I subscribe and agree to abide by all applicable laws and rules regarding the Certified Mentors. I hereby certify that I have familiarized myself with sections 324.240-324.275 RSMo, known as the Massage Therapy Practice Act and applicable rules promulgated by the Missouri State Board of Therapeutic Massage.

Enclosed is the application fee which is not refundable. I understand that the Board may require further information or evidence that it deems reasonable and proper.

Furthermore, I voluntarily consent to a thorough investigation of my present and past employment and other activities for the purpose of verifying my qualifications.

<p>MUST BE SIGNED IN PRESENCE OF NOTARY</p> <p>NOTARY PUBLIC EMBOSSEY OR BLACK INK RUBBER STAMP SEAL</p>	SIGNATURE OF APPLICANT		DATE
	<p>STATE OF</p> <p style="text-align: center;"><i>Missouri</i></p>		<p><i>12/9/11</i></p>
	<p>SUBSCRIBED AND SWORN BEFORE ME, THIS</p> <p style="text-align: center;"><i>9th</i> DAY OF <i>December</i> YEAR <i>2011</i></p>		<p>COUNTY (OR CITY OF ST. LOUIS)</p> <p style="text-align: center;"><i>St. Charles</i></p>
	<p>NOTARY PUBLIC SIGNATURE</p> <p style="text-align: center;"><i>Stefanie Book</i></p>	<p>MY COMMISSION EXPIRES</p> <p style="text-align: center;"><i>8/12/14</i></p>	<p>USE RUBBER STAMP IN CLEAR AREA BELOW</p> <div style="border: 1px solid black; padding: 5px; text-align: center;"> <p>STEFANIE BOOK Notary Public, Notary Seal State of Missouri St. Charles County Commission # 10429863 My Commission Expires August 12, 2014</p> </div>
<p>NOTARY PUBLIC NAME (TYPED OR PRINTED)</p> <p style="text-align: center;"><i>STEFANIE BOOK</i></p>			



All training listed below are credited with the 'National Certification Board Therapeutic for Massage and Bodywork' for Certification in Education of Massage Therapist. I am licensed with the State of Missouri.

- Myofascial Release, through "Advanced Trainings, Boulder, CO"
- Pregnancy Massage Therapists, through "Carol Osborne-Sheets" Pre-Natal Massage Advanced Training Certification
- Cranial Sacral Practitioner, through "Upledger Training Center"
- 700 hours of basic training, through "The Healing Arts Center"
- Reiki/Karuna Ki, through "Tom Tessereau, Reiki/Karuna Ki Master"
- Touch for Health (applied kinesiology) Instructor and Practitioner, through International Touch for Health, Norma Harnack
- Geriatric Massage, through "Gentle Touch Training"
- Hot Stone Massage, through "LaStone Massage Training"
- Corporate Chair Massage for onsite, Business and Conventions, through "Ralph Stevens"
- Newborn Massage Education for Parents and Caregivers, through "Babies First Massage"

Locations of Practice: St Peters, MO University City, MO Brentwood, MO Weldon Spring, MO
All clients receive a therapeutic treatment created for their specific issues and highest good.

Nancy Fulton, LMT, NCTMB

Owner and Practitioner

314-494-9322

Locations: 2601 S. Big Bend Rd.
Maplewood, MO 63143

<http://www.massagelouis.com/Therapist%27s.html>

(under my Picture)

Integrated Massage created for each client, Deep Tissue, Myofascial Release, Relaxation, Pain and Stress Relief, Energy Work, Pre-Natal Massage are just some of the techniques used for your individual issues. I am certified in all modalities posted.

<http://www.massagelouis.com/Testimonials.html>

Posted by Deby Ellerbrook

Dear Nancy,

You have magic hands and energy. You are creative in your ability to put together a treatment plan geared towards maximizing results for each individual. This is no cookie cutter massage, you deliver the best that there is!"

Thanks

Deby

Posted By Christien Mollin

Dear Nancy,

I've written this recommendation of your work to share with others..

Nancy is the first and last massage therapist I will ever hire. If anyone wants to know just make the call and let the magic begin. Nancy is the most professional (and knowledgeable!!!!) therapist I have ever had the pleasure of hiring. Nancy has a very broad knowledge base. From prenatal to geriatric massage...Nancy can do it ALL !!!!!"

Posted By Sarah Smith on 03/30/2010

Nancy this is what I have to say about you.

Nancy gives you the whole mood. The environment is set with great smells and music creating a relaxing backdrop that you can slip away as she uses her magic fingers. She is very attentive and alert to your needs. Asks for your information of new symptoms upfront so you can just drift off into lala land during the rub. I have used her plenty and am aware that she is educated in many different areas from Deep Tissue, Stones, Reiki and now I get to experience her Prenatal knowledge, which is all top notch. She has a wonderful touch that is satisfying and healing. I always feel more relaxed and better after one if her rubs. I recommend her to anyone that complains of sore muscle(s) or over stressed, she just knows how to melt it away.

Posted By Anita Staniec

Nancy I want everyone to know:

Nancy is fabulous....never leaves you for wanting more....she is very thorough and very caring.....They have been my best massages ever

Nancy A. Fulton, LMT, NCBTMB
 8 Universal Drive
 University City, MO 63130
 314-494-9322
nanful@gmail.com
<http://www.integrated-massage.com>

Current Employment:

Healing Arts Center	2003 to current	314-647-8080
Mitchell James Saion	2010 to current	314-883-3448
Garden View Care Center	2010 to current	636-240-2840
Emergency onsite therapy		

Letters of recommendation upon request.

Professional Education:

Healing Arts Center Maplewood, MO	9/2003 to 11/2004	Licensed Massage Therapist Nationally Certified Massage and Bodywork
International Kinesiology Council Norma Harnack	2004 - 2005	Touch for Health - Applied Kinesiology Instructor
Medical Massage Ralph Stephens	2007 to 2008	Certified Medical Massage Therapist
Upledger Institute Palm Beach, Fl	2006-2007	CranialSacral, Lymphatic Drainage, SER II
Body Therapy Associates Carole Osborne-Sheets	2008-2008	Advanced Pre & Peri Natal Massage Therapy Certification
Baby's First Massage	2006 to 2009	Instructor Trainer to Therapist, Parents and Caregivers
Barnes Jewish Hospital Doula Training	2006	Certified Doula / Birthing Assist Facilitator to Partner
Geriatric Massage Training	2009	Certified in Geriatric Massage
Master Choa Kok Sui	2004 to 2006	Pranic Healing Pranic Healing Practitioner
Reiki/Karuna Reiki Tom Tessereau	2006-2009	Reiki/Karuna Reiki Master
Reflexology Training	2007 to 2008	Certified Advanced Reflexologist
Gary Craig, Emotional Freedom Technique	2005 to 2006	EFT Practitioner
LaStone Training	2004	Certified Hot Stone Massage Therapist

Associations:

Pranic Healing Food for the Soul, St. Vincent's, Weldon Spring Chamber Board Member, American Pregnancy Association, Friends of Missouri Midwives, Volunteer Service Council St. Louis Missouri

TOM TESSEREAU	600 HOURS MASSAGE THERAPY PROGRAM	A&F, U.S. THEORY, TECHS., CLINICAL APPL. TESTING	6/2003 to 9/2004	600 hours +
MST. CHOA KOK SUI	PRANIC HEALING COURSE	Pranic Healing I	2003 /3 day course	32 hours
MST. CHOA KOK SUI	Psychic Self Defense	Energy	2004 3 days	21 hours
TUCKER	PRE-NATAL MASSAGE THERAPY	pregnancy massage	2004	8 hours
SHAUN TUCKER	Sports Massage	sports Massage	2004 `	16 hours
DAVE NOWACK	Cranio-Somato Therapy	cranial sacral	2004 `	44 hours
WYMAN HALL-WALKER	Hot stone massage	hot stone massage	2004 `	18 hours
MST. STEPHEN CO	Pranic Crystal Healing	crystal healing	2004 `	18 hours
MST. STEPHEN CO	Pranic Psychotherapy Course	Psychotherapy course	2004 `	18 hours
MST. STEPHEN CO	Advanced Pranic Healing Course	Advanced Pranic Healing	2004	18 hours
JANET MENTGEN PLACEK	Healing Touch	Healing Touch	2004	18 hours
GARY CRAIG	EFT	Emotional Freedom Technique	2005	16 hours
GARY CRAIG	EFT Mastering Serious Diseases	EFT Tech	2005	18 hours

NOR HARNACK	Touch for Health - Instructor Training	Applied Kinesiology	March, 2005	150 hours
THOMAS TESSEREAU	KARUNA REIKI I,II, & MASTERY	Energy	May, 2005	16 hours
CASSANDRA LAYNE	Heart & Science of Energy Healing	Energy	July, 2005	14.4
MARBLE SHARP	CranioSacral I	cranio rhythms, cranial alignment	Aug., 2005	3 days
CAROLE OSBORNE-SHEETS	PrePrenatal Massage Therapy	Pregnancy Massage	Feb., 2006	32.2
RALPH NAPOLITANO	Chair Massage	fundamentals of chair massage	Home Study	12 hours
SUZANN STEPHENS, CD	Labor Support/Birth Doula	labor support/birth doula	Mar 31, April 1 & 2 2006	23.7 hours
Molly Clark	Lymph Drainage Therapy I	Lymph Drainage Training	Mar, 2006	24 hours
NORMA HARNACK & NANCY FULTON	Touch for Health Ethic	Ethics in application for Kinesiology	June, 2006	2.5 days
MICHAEL MORGAN	CranioSacral Therapy II	level II training of craniosacral	Jun 1, 2006	24 hours
BEHICE KUTAY	Lymph Drainage Therapy II	lymph Drainage Training	Dec 1, 2006	24 hours
THOMAS TESSEREAU	Advanced Reflexology	reflexology manipulation of the feet	May 1, 2006	32 hours
RALPH STEPHENS	Medical Massage	Lumbar/Pelvis & Cervical	Feb 1, 2007	16 hours

MICHELLE MORGAN	CranioSacral Therapy Level II Workshop	study of rhythms cranial bones	Mar 1, 2006	24 hours
NORMA HARNACK	Touch for Health	kinesiology training, and ethics	Sep 1, 2006	40 hours
BARNES JEWISH HOSPITAL	Mona - approved. When Baby Blues Turn Black: What Healthcare Providers Need to Know About Post Partum Depression	Post Partum Depression information and training of recognition	Nov 1, 2006	8.7 hours
KIM AMOS	Advanced labor Support/Birth Douls Workshop	Labor and delivery Support	Mar. 2007	21 hours
TIM HUTTON	SomatoEmotional Release I Workshop	Study of emotional release	Jul 1, 2007	24 hours
KAREN NEWELL	Dona International	Delivery Assist	July, 2007	15.6 hours
CAROL McLELLAN	CranioSacral applications of Obstetrics I	cranio sacral training for Obstetrics I	Oct 1, 2007	24 hours
REBECCA FLOWERS	Cranio Sacral Therapy for Pediatrics	cranio sacral training for Pediatrics	Nov 1, 2007	24 hours
EDWARD STERNBERG	Muscle Restore Tech. for Migraines and other headaches	headache techniques	Oct 1, 2007	7 hours
RALPH STEPHENS	Medical Massage: Abdominal & Shoulder Girdle Regions	abdominal and shoulder girdle soft tissue manipulation	Dec 1, 2007	2 days

ALPH STEPHENS	Medical Massage: Upper Extremity/ Carpal Tunnel Knee, Leg, Ankle & Foot	training in manipulation of upper extremity/carpal tunnel knee, leg, ankle & foot	Feb 1, 2008	15 hours
CAROLE OSBORNE-SHEETS	Advanced Pre-Natal Massage Ther- apy Tech. Refinement Advanced Perinatal Issues and Semi- nars	advanced prenatal massage	Nov 1, 2008	14 hours
THOMAS TESSERAU	Chinese Facial Massage	chinese method of fascial massage	Jun 1, 2008	1 day
ALAN CINA	Structural Integration Advanced Myofascial	structural integration of ligaments and soft tissue	Oct 1, 2008	16 hours
JAMES WASLASKI	ORTHOPEDIC MASSAGE	thoracic outlet & frozen shoulder re- lease, complicated lower extremity conditions, key to structural integra- tion, elbow, wrist & hand conditions	Aug 1, 2008	2 days
SALITRI-FRIZZEL	Ethics	ethics	Apr 1, 2009	3 hours
RALPH STEPHENS	Medical Massage: for cranial pain	cranial pain study	Apr 1, 2009	6 hours
RALPH STEPHENS	Trigger Point Therapy	trigger point therapy	Apr 1, 2009	6 hours
SHARON A. PUSZKO	Geriatric Massage	geriatric massage training	Sep 1, 2009	12 hours
TIL LUCHAU	Spine & Lower Back, Part I	myofascial release of the spine and lower back	Aug 1, 2009	7 hours

MENTOR PROGRAM

Nancy Fulton, LMT, Mentor offers a 600 clock hour certificate program in Massage Therapy.

Day Program – The Massage Therapy Training Program during the day generally meets Monday through Friday from 9:00 am to 1:00 p.m. or from 1:20 p.m. to 5:30 p.m. Additional clinic times are offered on Saturday and Sunday from 10:00 a.m. to 2:00 p.m.

Night Program – The Massage Therapy Training Program during the night generally meets Monday through Friday from 6:00 p.m. to 10:00 p.m. Additional clinic times are offered on Saturday and Sunday from 10:00 a.m. to 2:00 p.m.

Massage Therapy Training Program Certificate

Program Objective: Massage or conscious, skilled touch is a healing tool that has been used since 3,000 BC! Drawing from a variety of bodywork methods, our training program provides a distillation and blending or approaches to guide the student to his or her own inner wellspring of knowledge and intuition. Students not only gain experience and skills, but confidence, sensitivity, awareness and presence. Each level consists of 120 hours, for a total of 600 clock hours, which includes 20 hours of supervised student clinic as part of levels two through five.

Massage Therapy Training Program – Breakdown of Hours

LEVEL	MASSAGE THEORY & TECHNIQUE Nancy Fulton, State Certified Instructor	ANATOMY,PHYSIOLOGY, PATHOLOGY, KINESIOLOGY State Certified Community College	BUSINESS, ETHICS, LAW Nancy Fulton, State Certified Instructor	ANCILLARY, CPR with State Certified Hospital	CLINIC Nancy Fulton
LEVEL I	80 Hrs	A & P State Accredited Facility 75 hours			
LEVEL II	100 Hrs				20 Hrs
LEVEL III		A&P II, State Accredited Facility 75 hours			20 Hrs
LEVEL IV Nancy Fulton or State Certified Instructor	Massage Law/Standards Business Ethics Self Care Chair Massage SOAP Charting Developing Daily Discipline CPR/First Aid Hygiene	KINESIOLOGY 100 Hrs Nancy Fulton or Norma Harnack, Certified Instructors for Applied Kinesiology	6 Hrs 32 Hrs 12 Hrs	8 Hrs 8 Hrs 8 Hrs 16 Hrs 8 Hrs 2 Hrs	20 Hrs
LEVEL V	100 Hrs				20 Hrs
TOTAL HOURS	280 HRS	250	50 HRS	50 HRS	80 HRS

TOTAL PROGRAM HOURS – 710 Nancy Fulton – State Certified Instructor

Course Description

Level One – Introduction to Massage Theory and Practice – Level One is an introductory course and the gateway to our program. Students are exposed to and practice primarily Swedish relaxing massage. Students also study the basic human skeletal and muscular systems including the bony landmarks necessary to perform professional, therapeutic massage.

Level Two – Advanced Massage Theory and Technique – Level Two focuses primarily on Advanced Massage Therapy, and introduces students to a variety of advanced bodywork and energy medicine techniques. This course allows for the time to integrate these modalities into an effective and creative style that is unique to each student.

Level Three – Anatomy/Physiology/Pathology – Level Three builds on the information gained in Level One. In this course, students will become familiar with the basic working of the human system through the study of various diseases and health conditions associated with the organ systems and will consider the factors relating to massage being indicated or contraindicated. Students continue to expand their sense of being present in body and mind.

Level Four – Business and Supportive Studies – Level Four provides students with the critical information necessary to deal with the practical business aspect of becoming a professional massage therapist. This includes: business mastery, ethics, massage law and standards, networking, developing discipline, resume and cover letters, tours of massage therapy business, chair massage techniques and business methods and CPR/First Aid Certification.

Level Five – Myofascial Massage – This specialized course of study teaches about the fascial system of the body and its relationship to muscle tissue and function. Fascia is involved in every aspect of the body. When fascia is compromised, pain and dysfunction ultimately result. In this course, students come to understand and to treat the effects of injury, trauma, and overuse of fascia, using techniques that range from energetic fascial release to Myofascial trigger point release.

Class Attendance - Attendance is monitored on a daily basis by a state certified instructor and is review by Nancy Fulton. Students are required to participate in the make-up and tracking of hours. Attendance for students is done on a day-by-day basis in all Levels.

Class Attendance – Students are expected to arrive prepared and on time for class with all required materials. Students that arrive more than ten (10) minutes late will be required to make-up an entire hour. Students that display chronic tardiness will be required to meet with the instructor to resolve issue.

Students that miss more that ten percent (10%) of scheduled classes in any given level may be placed on attendance probation for thirty days. If the student does not violate the conditions as set forth in the probationary letter, the student will be removed from attendance probation. If the student violates the conditions of the probation, they will be subject to a second probation. If the student violates the conditions fo the second probation, they may be dismissed from the mentoring program.

Students are required to make-up all missed hours as well as all missed homework and tests. Students should check with their instructors for information regarding missed homework and tests.

Clinic Attendance – Students are to arrive fifteen (15) minutes prior to their scheduled clinic time and plan on remaining in the clinic for the four (4) hour shift. Students should be prepared to do various massage times, on occasion they will be asked to do two in a row, or three in a shift. The point of this exercise is to prepare the student for real life work that they will be doing.

If a student is running late, they are expected to call in as soon as possible so the schedule can be adjusted.

Student clinic hours follow the same guidelines as class hours. As appointments can be made several days in advance, any absence in the student clinic greatly inconveniences students, who may be asked to do additional massages to compensate for the absent student, scheduled clients, and staff.

Any student that is going to be absent is required to give at least a twenty-four (24) hours notice prior to the scheduled clinic time. Any notification of expected absence with less than twenty four hours notice prior to the scheduled shift may be considered an unexplained absence. One explained absence may result in student being placed on attendance probation. A second infraction will be cause for dismissal from the clinic, and may result in dismissal from the mentor program.

Students must complete a total of 80 hours of Student Clinic in order to meet program requirements and graduate.

A student that has had an unexplained absence of fourteen (14) consecutive days shall be considered terminated from the program.

Students are required to call the main line at (314) 494-9322 and speak with the Director or Asst Director directly if they cannot make it to a given class or clinic. When returning to class, they receive a pink slip that tracks absences and make-ups.

Make-Up Hours

Students will not receive a certificate of completion until all hours are completed in compliance with the Missouri State Board of Therapeutic Massage. All students are allowed various opportunities to make –up all missed hours.

Level I: Attendance in another section of Level I A&P or Tutoring

Level II-V: Level I A&P, Student Clinic, Tutoring, Level III A&P (If student has already successfully completed Level III)

Note: The Reiki and Pranic Healing portions of Level II involved progressive instruction where each lesson builds directly on the previous one. If a student misses any portion of the progression they will not be allowed to complete the training in that particular modality at that time, and will need to repeat the training in its entirety during another session. Reiki and Pranic Healing training hours are required to graduate and cannot be made up in clinic, Level I A&P, or tutoring.

All regularly schedule clinic time **MUST** be made up Student Clinic. Make-up clinics follow the same attendance guidelines as a regularly scheduled clinic.

Academic Integrity Policy:

All students are expected to conduct themselves in an ethical and professional manner. All academic assignments, including papers, homework, tests, and in-class assignments are to be the work of the student unless otherwise specified by the instructor.

Consequences:

A student who acts in an unethical or unprofessional manner on a test or assignment will receive a grade of "0" for that test or assignment. A second incident of this behavior may result in disciplinary action and require the student to meet with the instructor.

Mentoring Program Course Syllabus

Course Title: Level 1- Introduction to Massage Theory and Practice **Contact Hours:** 120
Prerequisites: None **Course Length:** 10 weeks
Revision Dates: 07/01/2011

Text: Milady's Theory and Practice of Massage Therapy; Author: Mark F. Beck : ISBN: 1-4018-8030-4,
Published by: Thomson Delmar Learning Trail Guide to the Body; Author: Andrew Biel; ISBN: 978-0-9658534-5-3;
Published by: Books of Discovery

Course Description: Level one is an introductory course and the gateway to the program. Students are exposed to and practice primarily Swedish, relaxing massage. Students also study the basic human skeletal and muscular systems including the bony landmarks necessary to perform professional, therapeutic massage.

Course Objective: Upon completion of this course, the student should be able to:

- Identify and understand fundamental, professional, therapeutic massage.
- Display acquired knowledge of essential human anatomy and physiology and kinesiology.
- Apply, practice and develop massage techniques necessary to offer a high quality, professional massage.
- Display an awareness of the proper body mechanics to conserve energy and to avoid personal injury.
- Reveal increased levels of awareness and sensitivity toward self and others.

Instructional Methods:

The student will be evaluated on class participation (includes having supplies and being ready to work) and demonstration of learned techniques, quizzes on reading material, a take-home written final exam, and two full-body massage observations.

Grading Scale:

70% and above: Pass
69% and below: Fail

Grading Distribution:

10% - Class participation
20% - Quizzes
20% - Written final exam
50% - Full-body massage observation
100%

Course Outline:

Week:	Topic:	Reading Assignment:
1	Equipment, Sinking/Softening, Effleurage/Petrissage, Draping, Lower Extremities, Body Mechanics A/P – Muscle Identities; Skeletal Introduction	Milady's Theory and Practice of Massage Therapy – Pages; 410-411, 417-426, 446-447 A/P – Trail Guide to the Body
2	Friction, Upper Extremities A/P – Skeletal Structure Review	Milady's Theory and Practice of Massage Therapy – Pages 379-402 A/P – Trail Guide to the Body
3	Abdomen and Chest.	Milady's Theory and Practice of Massage Therapy – Pages 337-
4	Back, Percussion A/P – Practice Quiz on Thigh Musculature Review of Lower Leg/ Forearm Musculature	Milady's Theory and Practice of Massage Therapy – Pages: 402-404 A/P – Trail Guide to the Body
5	Pranic Healing Introduction. A/P – Practice Quiz on Lower/Leg/Forearm Musculature; Review of Superficial Back/Scapular Muscular	(Protect Yourself from Negative Energies handout) A/P – Trail Guide to the Body
6	Review. A/P – Practice Quiz on Superficial Back/Scapular Musculature: Review of Pectoral/Abdominal/Deep Back/Neck Muscles	Milady's Theory and Practice of Massage Therapy - Chapters 1 and 6 A/P – Trail Guide to the Body

7	TP/PP, Head, neck, face. A/P – Practice quiz on Entire Skeleton and Body Musculature; Review of Skeletal and Muscular Anatomy	Milady's Theory and Practice of Massage Therapy – Pages 404-412
8	Full-Body massage observation. A/P – Test 1 (Skeleton/Muscle Identification); Cellular Biology; Body Tissues/Systems	Milady's Theory and Practice of Massage Therapy – Pages 448-516 A/P – Trail Guide to the Body
9	Full-Body massage observation. A/P – Practice Quiz on Cellular Organelle Identification; Body Regions/Planes/Cavities and Movement	Milady's Theory and Practice of Massage Therapy – Pages 368-377 A/P – Trial Guide to the Body
10	Final, Introduction to Clinic, SOAP notes. A/P – Test 2 (Cells, Tissues, Orientation, Joint Movements); Head/Neck/Shoulder/Pelvis/Leg/ Major Muscle Group Palpation	A/P – Trial Guide to the Body

This course outline is subject to change at the discretion of the instructor.

Mentoring Program Course Syllabus

Course Title: Level 2- Advanced Massage Theory & Technique

Contact Hours: 120

100 class/20 clinic

Prerequisites: Level I

Course Length: 10 weeks

Revision Dates: 07/01/2011

Texts: Miracles Through Pranic Healing; by Master Choa Kok Sui; ISBN: 971-0376-04-7; Published by: Institute for Inner Studies Publishing Foundation, Inc.

Intermediate & Advanced Acupressure; by Michael Reed Gach, Ph.D.; ISBN: 798-1-890258-38-2; Published by Acupressure.com

Therapeutic Massage in Athletics; by Pat Archer; ISBN-13:978-0-7817-4269-6; Published by Lippincott Williams & Wilkins.

Milady's Theory and Practice of Massage Therapy; Author: Mark F. Beck : ISBN: 1-4018-8030-4, Published by: Thomson Delmar Learning Trail Guide to the Body; Author: Andrew Biel; ISBN: 978-0-9658534-5-3; Published by: Books of Discovery

Additional Material: Level II Notebook given to students by mentor, Nancy Fulton, LMT

Course Description: Level two focuses primarily on Advanced Massage Therapy, and introduces students to a variety of advanced bodywork and energy medicine techniques. This course allows for the time to integrate modalities into an effective and creative style that is unique to each student.

Course Objective:

Upon completion of this course, the student should be able to:

- Be a Level I Certified Reiki Practitioner
- Be a Certified Pranic healing Practitioner
- Be able to perform a full body Deep Touch Massage
- Integrate Pressure Point Therapy
- Have a working knowledge of Sports Massage
- Have a basic understanding of Stretching for Self-Care

Instructional Methods:

The student is evaluated by class participation, oral review in class, and observation of hands-on skills.

Grading Scale:

70% and above: Pass

69% and below: Fail

Grade Distribution:

50% - Class Participation

50% - Clinical Observation

Course Description:

Week:	Topic:	Reading Assignment:
1	Pressure Points/Sports Massage	Therapeutic Massage in Athletics
2	Reiki	Section B of Student Notebook
3	Stretching for Self-Care/Sports Massage	Therapeutic Massage in Athletics
4	Deep Touch	Section D of Student Notebook
5	Stretching for Self-Care/Sports Massage	Therapeutic Massage in Athletics
6	Deep Touch	Section D of Student Notebook
7	Stretching for Self-Care/Sports Massage	Therapeutic Massage in Athletics
8	Pranic Healing	Miracles Through Pranic Healing
9	Stretching for Self-Care/Sports Massage	Therapeutic Massage in Athletics
10	Pranic Healing; Breath Work	Miracles Through Pranic Healing; Section A of Student Notebook

This course outline is subject to change at the discretion of the instructor.

Mentoring Program Course Syllabus

Course Title: Level 3- Anatomy/Physiology/Pathology

Contact Hours: 120

100 class/20 clinic

Prerequisites: Level I

Course Length: 10 weeks

Revision Dates: 07/01/2011

Texts: Mosby's Essential Science; by Sandy Fritz and M. James Grosenbach; ISBN: 978-0-323-04869-9; Published by Mosby

A Massage Therapist Guide to Pathology; by Ruth Werner; ISBN: 978-0-7817-6919-8; Published by: Wolters Kluwer

Course Description: Level three builds on the information gained in level one. In the course, students will become familiar with the basic workings on the human system through the study of various diseases and health conditions associated with the organ systems and will consider the factors relating to massage being indicated or contraindicated. Students continue to expand their sense of being present in body and mind.

Course Objective:

Upon completion of this course, the student should be able to:

- Have an understanding of the basic form and functions of the body and its major organ system
- Connect the knowledge of human anatomy and physiology with the daily experience of the massage therapist.
- Have a basic understanding of various "dis-eases" and health conditions of the organ systems, including when and why message may or may not be indicated

Instructional Methods:

The student's grade will be based on the average of the five tests given throughout the level. Homework and quizzes will be given to check for understanding at the discretion of the instructor.

Grading Scale:

70% and above: Pass

69% and below: Fail

Grade Distribution:

100% - Tests

Course Description:

Week:	Topic:	Reading Assignment:
1	The Skeletal System	Mosby's Essential Science, Ch 7,8; A Massage Therapists Guide to Pathology, Ch 3
2	Test I (The Skeletal System);	Mosby's Essential Science,
3	The Muscular System	A Massage Therapists Guide to Pathology, Ch 3
4	The Muscular System – (continued)	Mosby's Essential Science, Ch 4, 5; A Massage Therapists Guide to Pathology, Ch 4
5	Test 2 (The Muscular System); The Circulatory System	Mosby's Essential Science, Ch 4,5 ; A Massage Therapists Guide to Pathology, Ch 4
6	Test 3 (The Nervous System) The Circulatory System	Mosby's Essential Science, Ch 4, 5; A Massage Therapists Guide to Pathology, Ch 4
7	The Circulatory System – (continued)	Mosby's Essential Science, Ch 6, 11,12; A Massage Therapists Guide to Pathology, Ch 5
8	Test 4 (The Circulatory System) The Body Systems	A Massage Therapists Guide to Pathology, Ch 2,7,8,9,10,11
9	The Body Systems – (continued) Guest Lecturer	A Massage Therapists Guide to Pathology, Ch 2,7,8,9,10,11
10	Test 5 (The Body Systems); Nutrition Review/Test	

This course outline is subject to change at the discretion of the instructor.

Mentoring Program Course Syllabus

Course Title: Level 4- Business & Supportive Studies

Contact Hours: 120

100 class/20 clinic

Prerequisites: Level I

Course Length: 10 weeks

Revision Dates: 07/01/2011

Texts: Business Mastery; by Cherie M. Sohen-Moe; ISBN: 978-0-9621265-7-4; Published by: Sohen-Moe Associates, Inc

The Educated Heart; by Nina McIntosh; ISBN: 978-0-7817-4886-5; Published by: Lippincott Williams & Wilkins

Course Description: Level four provides students with the critical information necessary to deal with the practical business aspect of becoming a professional massage therapist. This includes: business mastery, ethics, massage law and standards, networking, developing discipline, resume and cover letters, tours of massage therapy businesses, chair massage techniques and business methods, and CPR/First Aid Certification.

Course Objective:

Upon completion of this course, the student should be able to:

- Have a basic understanding of the current industry, trends and forecasts
- Have an updated resume and cover letter
- Have a working knowledge of chair massage as a modality and as a business
- Develop a business plan

Instructional Methods:

The student's will be evaluated on class/field trip participation and satisfactory completion of homework assignments, quizzes, and assigned projects.

Grading Scale:

70% and above: Pass

69% and below: Fail

Grade Distribution:

10% - Class/field trip participation

20%- Quizzes

20% -Self-directed Industry Experience

50%- Business Plan

Course Description:

Week:	Topic:	Reading Assignment:
1	Initial Considerations	The Educated Heart, Ch 1; Business Mastery Ch 1-2
2	Law and Accounting	The Educated Heart, Ch 2; Business Mastery Ch 7
3	Strategies and Framework	The Educated Heart, Ch 3; Business Mastery Ch 3
4	Conscious Business	The Educated Heart, Ch 4; Business Mastery Ch 4
5	From Theory to Practice	The Educated Heart, Ch 5; Business Mastery Ch 5
6	Business Management	The Educated Heart, Ch 6; Business Mastery Ch 6
7	Sexual Boundaries/Communications	The Educated Heart, Ch 7-8; Business Mastery Ch 8
8	Marketing	The Educated Heart, Ch 9; Business Mastery Ch 9
9	Dual Relationships	The Educated Heart, Ch 10
10	Final Business Plan	The Educated Heart, Ch 11

This course outline is subject to change at the discretion of the instructor.

GENERAL INSTRUCTIONS

WHAT EVERYBODY SHOULD BRING TO THE WORKSHOP

All of your TFH books, supplemental manuals, paper, pens, pencils and any other handouts or resources you need to enhance your experience.

Professional License Numbers
if applicable.

Your written goal(s) for taking the training.

Layered clothing to adjust for variable weather and temperatures.

Your Laptop computer (If you have one, it is NOT required!)

WHAT TO BRING FOR THE INSTRUCTOR TRAINING:

20 Documented balances.

Please use the enclosed balance sheets. You may transfer your information to these sheets.

Three talks about Touch For Health. Sugessted topics:

1. How I use TFH in my daily life.
2. What is Touch For Health?
3. Your Community– Group(s) to educate regarding TFH? What would they value? How will TFH benefit them?

Your completed Skills Survey

Your scheduler or calendar and dates for your classes (if you are planning to teach)

Your Resume: Already updated to include this class

Professional License Numbers if applicable.

We are going to have a GREAT Workshop!!!

RESUME FOR:

ADDRESS

PHONES

Current Career Status

Working at:

Professional Experience

WHERE I AM WORKING NOW

From _____ Year to Present

My Title: _____

As a result of my work:

▪	▪	▪
▪	▪	▪
▪	▪	▪
▪	▪	▪

RELEVANT OTHER PLACES I HAVE WORKED

Dates of Employment

My Title:

▪ As a result of my work:

Education

College Degrees Held:

Post Secondary Education

(Trade or vocational training and ALL kinesiology training including THIS class)

[Type text]

WELCOME TO THE TOUCH FOR HEALTH INSTRUCTOR TRAINING

The Touch for Health Kinesiology Instructor Training Workshop covers over 60 hours of practice and theory.

The training will include:

- Hands on practice
- Presentations
- Various assignments to be completed during the workshop.

A competency assessment will be required and is to be completed with the Trainer that demonstrates a 42 muscle test standing and lying down positions. There will be an "open book" exam to be completed and returned to the Trainer prior to the end of the training.

This course is intensive. To insure your success in this course we strongly recommended that you:

- Get adequate rest
- Allow time to prepare lessons
- Use the group process to assist with learning
- Eat nutritionally sound foods and drink plenty of water
- Have FUN!!!

Each day we will start with:

- An exercise to assist you with memorizing the meridians
- A balance with a partner (standing or lying down)
- A goal that incorporates some aspect of the syllabus.

Students are expected to change partners regularly so they may experience the different perspectives and muscle testing styles. These balances and practice sessions are a part of the assessment procedure and will contribute to your overall experience.

Breaks will be provided at intervals throughout each day. With the exception of Breakfast, meal times may vary slightly from day to day. Times will be announced each morning.

To complete the TFH Kinesiology Instructor Training Workshop you must:

- **Complete at least 80% of the course work.**
- **Pass the competency exam with a passing grade of at least 80%**
- **Sign the Registered TFH Instructor Agreement and Code of Ethics**
- **Submit your updated Resume**
- **Complete all financial agreements associated with this course**

Once completed you will be a **Certified TFH Instructor** entitled to:

- **Receive an official Instructor Certificate from the International Kinesiology College and to be known as a Certified TFH Instructor**
- **Teach TFH I-IV classes**
- **Teach the TFH "mini" workshops where applicable**

If during the workshop there is any reason you feel you are unable to complete the workshop please notify the Trainer.

THIS IS A MULTI LEVEL CLASS DESIGNED TO ENHANCE THE EXPERIENCE OF EACH PARTICIPANT.

PLEASE FOLLOW THE DIRECTIONS FOR THE LEVEL AT WHICH YOU ARE PARTICIPATING.

EVERYONE

CALL OR EMAIL ME TODAY IF YOU HAVE ANY FOOD ISSUES

If at all possible send your updated resume with this class already integrated, electronically to me PRIOR to the class.

Bring your personal skills assessment (included in your info packet) with you.

Be prepared to share your GOALS and your "talks" with everyone.

INSTRUCTORS COMING FOR THE 2 DAY UPDATE ONLY

Complete the exercise regarding money, read the Instructor agreement, sign it and bring it with you.

INSTRUCTOR TRAINING STUDENTS

Complete the exercise regarding money, read the Instructor agreement and bring it with you.

Levels 1-3 of TFH have a "Main Teaching Concept" TFH 1 = 14 muscle balance; TFH2= 5 Element Theory; TFH3= Reactive Muscles (Located in the syllabus of the supplemental manuals). Be prepared to explain and/or demonstrate those concepts.

6 DAY INTENSIVE STUDENTS

Bring your "burning" questions regarding TFH techniques etc.

Educating Adults and Groups about TFH

Dinner

DAY 1	
9-10:15	MEET N GREET
10:30-11:45	
11:45-1PM	LUNCH
1:15-2:30	
2:45-4:00	
4:15 -6:00	
6:15	SUPPER

Friday Who's who, what's where
and when

Priority of this Workshop (goals)

Lunch

Working with Priorities

Uncovering your finances with TFH

DAY 2	
9-10:15	Update Ends/ 6 Day Begins
10:30-11:45	
11:45-1PM	LUNCH
1:15-2:30	
2:45-4:00	
4:15 -5:30	
5:45-6:00	
6:15	SUPPER

SATURDAY

Welcome new participants
 Conclude any left over business from
 Friday-Confirm agenda for today

42 muscle dancing

LUNCH

42 muscle Balance- standing

42 Muscle Tests-Reclining

42 Muscle Tests-Reclining Balance

Update ends

DINNER

The timeframe will follow this format daily.

DAY 3	
9-10:15	
10:30-11:45	
11:45-1PM	LUNCH
1:15-2:30	
2:45-4:00	
4:15 -5:30	
5:45-6:00	
6:15	SUPPER

Mentoring Program Course Syllabus

Course Title: Level 5- Myofascial Release

Contact Hours: 120

100 class/20 clinic

Prerequisites: Level I

Course Length: 10 weeks

Revision Dates: 07/01/2011

Texts: Myofascial Release; The Search for Excellence; by John F. Barnes, P.T.; ISBN: 1-929894-00-7; Published by: John F. Barnes, P.T.

Course Description: This specialized course of study teaches about the fascial system of the body and its relationship to muscle tissue and function. Fascia is involved in every aspect of the body. When fascia is compromised, pain and dysfunction ultimately result. In this course, students come to understand and to treat effects of injury, trauma, and overuse of fascia, using techniques that range from: deep Myofascial techniques, soft tissue mobilization, craniosacral techniques, Myofascial stretches and unwinding.

Course Objective:

Upon completion of this course, the student should be able to:

- Palpate superficial and deep fascia, and identify patterns of restriction
- Assess fascial restrictions based on a client's pain patterns and injury history, and develop a plan of treatment
- Integrate Myofascial Release with basic and advanced massage therapy techniques

Instructional Methods:

The student is evaluated by class participation, observation of hands-on skills, and written tests.

Grading Scale:

70% and above: Pass

69% and below: Fail

Grade Distribution:

75% - Evaluation of Final Clinic

25%-Written/Practical Tests

Course Description:

Week:	Topic:	Reading Assignment:
1	Fascia introduction/fundamentals; Standing analysis; Mapping	Myofascial Release The Search for Excellence
2	Soft Tissue; Cross Hands Release; Clinic	Myofascial Release The Search for Excellence
3	Transverse Fascial Planes; Cranio Sacral Techniques; Written and practical test	Myofascial Release The Search for Excellence
4	Neck and Shoulders; Headaches and TMJ;	Myofascial Release The Search for Excellence
	Clinic	Myofascial Release The Search for Excellence
5	Neck, Headaches and TMJ; Anterior, Thoracic; Review/Integration	Myofascial Release The Search for Excellence
6	Upper Extremities; Review and MFR integration with massage; Posterior thoracic Written and Practical test; Clinic	Myofascial Release The Search for Excellence
7	Pelvis, abdomen, upper leg: supine technique; Pelvis, Lower back, QLs, Piriformis: prone technique; Lumbar Spine	Myofascial Release The Search for Excellence
8	Lower extremities (Supine); Lower extremities (Prone); Clinic	Myofascial Release The Search for Excellence
9	MFR and Chair Massage; Advanced Technique Demo; Review/integration; Last graded exchange and written test.	Myofascial Release The Search for Excellence
10	Myofascial clinic; Soft techniques; Clinic	

This course outline is subject to change at the discretion of the instructor.

Anatomy and Physiology

Attend a State Accredited Facility (i.e.) Community College. Upon Course completion a Certificate from facility attended is to be given to Mentor (Nancy Fulton), for

Anatomy and Physiology I qualifications:

Prerequisite: High school biology or its equivalent within the last five years. Structure and function of human body, with particular attention to cell biology skeletal system, muscular system, nervous system and endocrine system.

Anatomy and Physiology II qualifications:

Prerequisites: Continuation of study of structure and function of human body. Topics include cardiovascular system, lymphatic system, respiratory system, digestive system, urinary system and reproduction.

Anatomy and Physiology Laboratory I qualifications:

Activities to enhance study of topics covered in the lecture section of the State Accredited Facility. Use of models, charts, and both microscopic and gross specimens to illustrate various systems.

Anatomy and Physiology Laboratory II qualifications:

Prerequisites: Continuation of State Accredited Facility Course material. Use of laboratory activities to enhance study of human body structure and function.

Supervised Clinic - Hands on 100 hours

Sign/Out - Sheets signed by Student

Client feedback forms for all Client sessions completed by Student

A charge of \$30.00 per Client session, money to be used for Clinic expense.

Schedule of class time

Documentation forms for signing in and signing out will be present at each class.

All students present will sign in and sign out for the time present. The document will then be verified with the signature of the instructor and handed in to administration to be kept for the permanent record of each student.

September 26, 2011

Board of Therapeutic Massage
3605 Missouri Boulevard
P.O. Box 1335
Jefferson City, MO 65102-1335

To Whom It May Concern:

Please allow this letter to serve as a letter of reference for Nancy Fulton, who is an applicant to become a Massage Mentor with your board. Nancy has been employed with the Healing Arts Center as a Massage Therapist since April, 2007. She has an exceptionally successful practice, and has many loyal, regular clients.

Nancy has spent hundreds (if not more) of hours in continuing education classes, all over the country, in order to understand all that is offered in this industry. She has attended countless conferences embracing all she can about the industry, the needs of therapists, and the needs of clients.

Nancy has always been an educator in her role as Licensed Massage Therapist, in that she educates each client during and after the massage. She empowers her clients to take care of themselves while keeping within the proper professional boundaries. Nancy is a natural teacher with her clients, and I believe she would be an enthusiastic and thoughtful mentor to students obtaining their license. She has been an unofficial mentor to many of our graduates, and I believe her participation in this official mentorship program is a natural progression for what she has to offer.

If I can be of any additional assistance, I can be reached by email or phone.

Sincerely,



Ann Kauffman, LMT
Director
Healing Arts Center
Ann@thehealingartscenter.com
314-647-8080

M.E.C.C.A

Massage & Energy Connection College of Applications

7159 Manchester Road, St Louis, MO 63143

November 11, 2011

In regard: Nancy Fulton, LMT

Nancy Fulton has been an active, Certified Instructor in Touch For Health Kinesiology since 2005. She is a very knowledgeable instructor who demonstrates patient awareness of the needs of her students. Her extensive knowledge base of muscles enhances her instructor ability, making her an excellent resource to the students.

As a successful full-time therapist she assists with the responsibilities of staffing our weekly student clinic and collaborates on research involving various uses of touch and the Touch For Health Kinesiology System. She is a valued member of our staff.

She is a member of various massage associations as well as the Touch For Health Kinesiology Association and has attended several of their yearly conferences.

A sincere and passionate member of our Touch For Health family she graciously shares her experiences and knowledge to forward the use of Touch for Health techniques in massage therapy.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Norma Harnack", written over a horizontal line.

Norma Harnack, RN, BSN, IKC-Faculty Trainer for TFH

To Whom it may Concern

15 April 2011

Alan Cina
2525 Minnesota Ave.
St. Louis, MO 63104

Bio for Nancy Fulton

I have known Nancy for more years than I can remember. She has been and is part of the Massage Community in St. Louis longer than I've known her.

I had the honor of having her in one of my Structural Integration Classes in October of 2008. She helped bring in a number of students which always makes teaching and learning more fun. She asked questions to ensure that she understood my meanings and how I was working with class model. She picked up the subject easily and did a wonderful job working with her partner in class. She also communicated this information to her partner so they could work more effectively and learn the depth of what I was teaching.

We have remained in contact with each other since then and she is a resource for me and others.

Sincerely,

Alan Cina
Cina Structural integration
<http://www.cinastructuralintegration.com>
314-771-8730
Alan@rolfSTL.com

Hands-On Trade Association

Spokane, Washington

This Affirms That

Nancy Fulton

*Is a member in good standing of Hands-On Trade Association
Entitled to all rights and privileges and is therefore granted this
Certificate Of Membership*

Valid Through

06/14/2011 - 06/14/2012

Membership Number

611032102



Judi Cabvert

**Judi Cabvert
Executive Director / President**

Touch for Health Kinesiology Association
7121 New Light Trail
Chapel Hill, NC 27516



Phone: (800) 466-8342
Local: (919) 969-0027
Website: www.tfhka.org
eMail: admin@tfhka.org

Nancy Fulton
7171 Delmar
University City, MO 63130

Membership Number: 27973
Membership Expiration Date: Nov 22, 2011

Dear Nancy,

Thank you for renewing your membership! Your support is important to our organization and we wish to encourage you to be an active participant as we spread the wonderful Touch for Health techniques to all those needing our assistance. This year marked the **35th consecutive annual TFH conference** that was held during July! In response to our members' requests, we returned to our early tradition of providing economical lodging and meals by holding our conference on a college campus. This allowed us to hold a successful *and* economical conference that was within our budget.

We also have new members on our Board of Directors who are excited about continuing the mission of promoting Touch for Health. Stay tuned for changes coming during this year as we tap into this enthusiasm to make TFHKA the exciting organization that we have always known.

We have many potential projects on the drawing board such as revamping the website, reviving old and adding new mini-courses; beginning new ways of promoting TFH and many other new ideas waiting for implementation. We also have committees which members are diligently working on and which can always use more volunteer efforts so I encourage you to find a committee where you can help our organization grow and prosper.

I look forward to hearing from you and please let me know if I can assist you in any way! Thank you again for renewing your membership. Your support and participation in the Touch for Health Kinesiology Association is very important to us.

In touch,
Matthew Thie, M.Ed.
President, Touch for Health Kinesiology Association



Certificate of Completion
Active Myofascial Therapy ~ The Diamond Method

Nancy A. Fulton 2003031204

Has successfully completed 2 educational hours

Introduction to
Active Myofascial Therapy:
Get Rid of Neck Pain FAST

Taught by Irene Diamond, RT, at Western Carolina University
159 West University Way
Cullowhee, North Carolina, 28723 USA
July 17th, 2011

Provider Signature: *Irene Diamond*
Irene Diamond, RT, Founder and Director

Active Myofascial Therapy ~ The Diamond Method - 1841 Lombard St., San Francisco, CA 94123
(415) 921-1290 www.TheDiamondMethod.com



Certificate of Insurance

Business Personal Property

INSURED MAILING ADDRESS:

Associated Bodywork & Massage Professionals
and Individual Members in Good Standing
25188 Genesee Trail Road
Golden, Colorado 80401

PRODUCER:

Midwest General Agency

AGENT/BROKER:

Midwest General Agency
Location: Eau Claire, WI

POLICY # IM480100088 EVANSTON INSURANCE CO

MASTER POLICY EFFECTIVE DATE: 1/1/2011

Coverage afforded to individual members by one of these policies is applicable for a period of 12 months from the date the member is added by endorsement or until the individual member's coverage is cancelled or they cease to be an active member of the association.

\$10,000 Business Personal Property of the named certificate holder.
Replacement cost coverage subject to a \$250 deductible per claim (\$500 deductible per theft).
Subject to policy terms and conditions. Policy on file at ABMP headquarters.

To verify information, contact ABMP. Tel: 303-674-8478 Fax: 303-674-0859

This certificate provides proof of coverage for the individual named certificate holder (member) only. This certificate DOES NOT provide proof of coverage for any employees, independent contractors, and/or any other individuals affiliated with the named certificate holder. Each INDIVIDUAL insured ABMP member is issued their own certificate of insurance. Coverages are valid from the membership inception date to the membership expiration date.

COVERAGES

THIS IS TO CERTIFY THAT POLICIES OF INSURANCE LISTED ABOVE HAVE BEEN ISSUED TO THE INSURED NAMED BELOW FOR THE POLICY PERIOD INDICATED, NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICY DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS, AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY CLAIMS PAID. COPY OF POLICY AVAILABLE UPON REQUEST (\$10.00 CHARGE).

This certificate is issued as a matter of information only and confers no rights upon the certificate holder. This certificate does not amend, extend, or alter the coverage afforded by the policies ABOVE.

LOSS PAYEE: (IF ANY)

CERTIFICATE HOLDER

(Active Registered Members are on file with the ABMP Membership Chairman.)

Member Name: Nancy Fulton
Membership I.D. #: 882549
Insured Active Date: June 6, 2010
Membership/Policy Term Expiration: June 5, 2012
Issue Date: June 6, 2011

Authorized Representative

CANCELLATION: Should any of the above described policies be cancelled before the expiration date thereof, the issuing company will endeavor to mail 10 days written notice for non payment or 30 days written notice for any other reason to the certificate holder named above, but failure to mail such notice shall impose no obligation or liability of any kind upon the company, its agents or representatives.

membership confirmation



Associated Bodywork & Massage Professionals
25188 Genesee Trail Road, Suite 200
Golden, Colorado 80401

expectmore@abmp.com
www.abmp.com
800-458-2267
fax 800-667-8260

Dear Nancy,

Thank you for being a member of ABMP! Your membership materials are enclosed.

First name: **Nancy**

Last name: **Fulton**

Membership ID#: **882549**

Address: 8 Universal Dr
Saint Peters, MO 63376-4415

Home telephone: 314-494-9322

Referral telephone to be used at Massagetherapy.com: 314-494-9322

Mobile phone: 314-494-9322

Email address: nfulton@charter.net

Website: integrated-massage.com

Active date: June 6, 2010

Membership expiration date: June 5, 2012

Y first issues of *Massage & Bodywork* and *Different Strokes*: September/October 2011

Status of Massagetherapy.com Referral Service Listing: Active

If any of this information is incorrect, please contact us at 800-458-2267, email us at membership@abmp.com, or update your contact information by logging in to your account at www.abmp.com.

▶ YOUR RECEIPT

Order date: June 17, 2011

Total amount: \$270.00

Payment type: Referral Credit \$20.00, VISA \$250.00

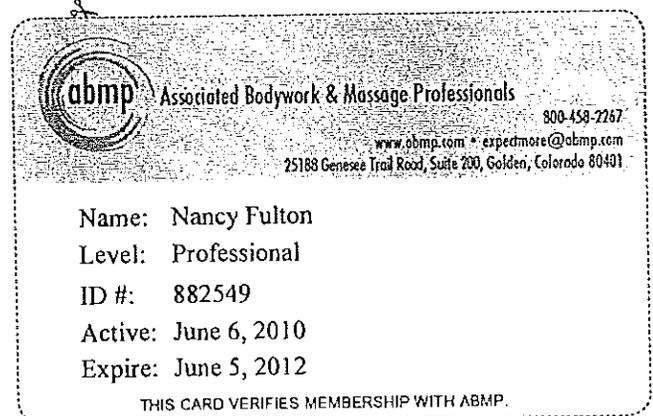
Items paid for: Affinity Discount ABMP: \$-24.00, Contents Coverage: \$95.00, Professional Dues: \$199.00



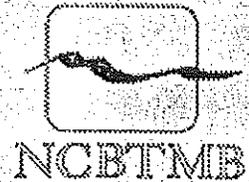
Your ABMP.com Member Log In:

ID Number: 882549

Password: Your default password is your last name, unless you've already changed it.



PB R, AH



**NATIONAL CERTIFICATION FOR THERAPEUTIC MASSAGE AND BODYWORK
PRELIMINARY CANDIDATE SCORE REPORT**

NANCY A FULTON
8 UNIVERSAL DR
ST. PETERS, MO 63376

SSN: 332-36-6625
CANDIDATE ID: 001700220

EXAMINATION: National Certification Examination
EXAM DATE: 1/24/05 11:24:41 AM
EXAM RESULT: Pass

Congratulations! You have passed the National Certification Examination for Therapeutic Massage and Bodywork (NCE). This determination is not final until you receive your official score report. Your official score report will be mailed to you from The Chauncey Group International within two to three business days.

You will receive your certificate and *Recertification Handbook* directly from NCBTMB in eight to ten weeks. If you have any questions, please contact NCBTMB at:

National Certification Board for Therapeutic Massage and Bodywork
Attention: Eligibility Department
8201 Greensboro Drive
Suite 300
McLean, VA 22102

Phone: (703) 610-9015

The information below shows your performance in each of the general knowledge content areas. For additional information about the content areas, please consult the *National Certification Examination Candidate Handbook*.

Candidate Diagnostic Report for the NCETMB

Passing Score: 300 Your Score: Passed Exam Result: Pass

<u>Content Area</u>	<u>Level Indicator</u>
I. Human Anatomy, Physiology, and Kinesiology	High
II. Clinical Pathology and Recognition of Various Conditions	High
III. Theory, Assessment and Application	High
IV. Professional Standards, Ethics, and Business Practices	High

22
1/24/05
0702

State of Missouri

Department of Insurance, Financial Institutions and Professional Registration
Division of Professional Registration
Missouri Board of Therapeutic Massage
Massage Therapist



VALID THROUGH JANUARY 31, 2013
ORIGINAL CERTIFICATE/LICENSE NO. 2003031204

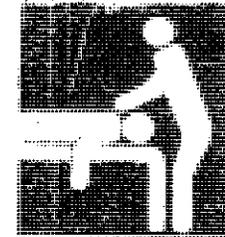


NANCY FULTON

Louise Hesch
EXECUTIVE DIRECTOR

Jane A. Racken
DIVISION DIRECTOR

ASSOCIATED BODYWORK & MASSAGE PROFESSIONALS



This certifies that

Nancy Fulton

ABMP CERTIFIED MASSAGE THERAPIST

is a

Certified

member in good standing
of Associated Bodywork & Massage Professionals.

Certified members have attained ABMP's most stringent membership requirements, including a commitment to lifelong learning through a pledge to continuing professional education. They are required to maintain the highest standards of professional conduct and strictly adhere to the ABMP Code of Ethics.

Member ID No.: 882549

Loyal Member Since: September 8, 2004

Expiration Date: September 7, 2007

Katie Armitage
Katie Armitage, Executive Director



Thank You for Becoming a Member

Dear Health Care Professional,

Thank you for becoming a member of the American Pregnancy Association and voicing your commitment to promote reproductive and pregnancy wellness.

As a reminder, your membership with the APA entitles you to the following benefits:

- Your services listed in the "Find a ..." program featured on the APA website.
- Your services listed in the APA Helpline's referral database.
- Unlimited personalized pamphlets printed on demand form the APA website (login).
- Access to APA logos for use in your marketing and public relations efforts.
- Certificate of Membership communicating your commitment to client/patient wellness.

Please make note of the following link, username and password, which are necessary for printing your personalized pamphlets:

Link: <http://www.americanpregnancy.org/pamphlets/print.php>

Profile Name: INTEGRATED MASSAGE THERAPY

User Name: INTEGRATED

Password: ced35f

Order Number: 1498527304936aa95ef789

If you have any questions, please contact info@americanpregnancy.org

The information contained herein is for educational purposes only and is not meant for diagnosis or treatment. Any information found herein should be discussed with a health care professional. Use of this information should be done in accordance with the medical advice provided by your health care professional. For specific medical advice, diagnosis, and treatment, consult your doctor. All content is copyrighted by the American Pregnancy Association and is not to be reprinted.



Holistic Pediatric Association:
**The Alliance for Holistic
Family Health and Wellness**

Dear Doula,

We would like to thank you for your valuable service and the part you play in offering parents choices for family wellness. The members of the Holistic Pediatric Association: Alliance for Holistic Family Health and Wellness greatly appreciate the outstanding perinatal care you are providing in our communities. We feel that your services and ours are mutually supportive and we are sending you a complimentary copy of our magazine, *Pathways*. We hope you enjoy the articles and resources it offers.

The Alliance feels strongly about aligning with practitioners of like mind to help promote natural, safe health care for families. As part of the Holistic Pediatric Association and in collaboration with the International Chiropractic Pediatric Association, the Alliance is bringing much needed holistic services to the families in our communities. With national advertising, a very active referral directory, and collaborations with numerous grass roots parenting groups around the country, the Alliance website is visited by many parents seeking quality practitioners in their areas.

We know doulas play an important role in family wellness, so we have also enclosed an application to join the Alliance for Holistic Family Health and Wellness. We want your valuable services available to our many visitors. Membership with the Alliance includes an annual subscription to *Pathways* magazine, a listing on the Alliance referral directory, access to a practitioner on-line resource forum, and monthly e-newsletters pertinent to the care of pregnant women and children. Your presence on the very well-visited site will be greatly appreciated by parents who depend on the referral directory for reliable practitioners who support natural care.

To read more about us and access our resources on family wellness, visit the Alliance at:
www.holisticfamilyhealth.org

If you would like to reach more families in your community, please join us. Our intro membership offer for doulas is only \$55 for the year 2007. We hope you take this opportunity to invest in the success of your business and to participate in our shared vision for family wellness.

Many Blessings,

Jeanne Ohm, DC
Executive Editor, *Pathways*



International Massage Association

Nancy Fulton

is a Registered Therapist Member
in good standing of the
International Massage Association

11/08/2008

Expiration Date

206451

Certificate#

Wiss

President

IMA Group, Inc. • P.O. Drawer 421, Warrenton, Virginia 20188-0421 • (540) 351-0800

10-1-06

IBMA001BWC

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**Norma Harnack Faculty Trainer IKC
Nancy Fulton Instructor**





Points Runner Up

NANCY FULTON

For earning the second most points during the 2010 Festival

FREE WORKSHOP REGISTRATION

for the 2011 World Massage Festival

Western Carolina University in Cullowhee, North Carolina

July 13-19, 2011

American Pregnancy ASSOCIATION

Promoting Reproductive & Pregnancy Wellness

April 18, 2011

Integrated Massage Therapy
Nancy Fulton
7171 Delmar, Suite 200
University City, MO 63130

Dear Ms. Fulton,

Thank you for becoming a member of the American Pregnancy Association (APA) and supporting the mission to promote reproductive and pregnancy wellness. Your membership certificate is enclosed.

Membership with APA is important because it reflects your commitment to support pregnancy wellness through education and practice. Membership also ensures that your information will be given to individuals who contact APA seeking referrals.

You are invited to log onto the APA Web site to review and confirm your listing. To find your listing, please enter the following:

<http://www.americanpregnancy.org/massagetherapists>

Please contact 972-550-0140 or email nnaser@americanpregnancy.org if there are any corrections or changes that need to be made.

You are welcome to display your membership with the American Pregnancy Association on any of your marketing efforts, including your website. You may also request a copy of the logo if needed. The APA URL is <http://www.americanpregnancy.org>.

It is important to keep your membership current. Your annual membership fee is based on the original enrollment date. If your membership lapses and you reenroll, your enrollment period will be calculated from the original enrollment date.

Again, thank you for your commitment to serve and support pregnancy wellness. Your services increase the probability that a woman will have a more positive and healthy pregnancy and birthing experience.

Sincerely,

Nada Naser
Membership Coordinator
American Pregnancy Association
972-550-0140
800-672-0800
nnaser@americanpregnancy.org

CERTIFICATE OF COMPLETION

AWARDED TO

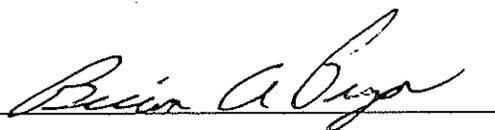
Nancy Fulton, LMT

FOR SUCCESSFUL COMPLETION OF
ORIENTATION TRAINING ON THE OPERATION OF

L C T - 1 0 0 0

Deep Tissue Laser Therapy®

ON THIS 28TH DAY OF JUNE, 2011



Brian A. Pryor, PhD, CEO

LITECURE *
Lasers for Life

American Institute of Medical Laser Applications

Hereby Awards to

Nancy Fulton

8 Universal Dr., St. Peters Mi 63376 United States

Certificate of Successful Completion

for 3.0 continuing education credit hours of the course and test in

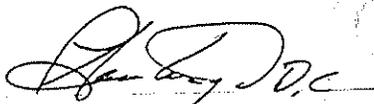
Introduction to Laser Therapy

Medical Laser Safety / Scientific Basis of Medical Lasers / General Laser Therapy Principles

Course numbers: AIMCEUN 0011009/00301109/0021009

Granted:

May 29, 2011



Philip Santiago, D.C.
AIMLA Medical Advisory
Board Member



Dr. Ron Riegel
Director of the American Institute
for Medical Laser Applications

CEU Now Certificate Number: CEUN-0511 -0012

American Institute of Medical Laser Applications

Hereby Awards to

Nancy Fulton

8 Universal Dr., St. Peters Mi 63376 United States

Certificate of Successful Completion

for 1.5 continuing education credit hours of the course and test in

General Laser Therapy Principles

Course number: AIMCEUN 0021009

Granted:

May 29, 2011



Philip Santiago, D.C.
AIMLA Medical Advisory
Board Member



Dr. Ron Riegel
Director of the American Institute
for Medical Laser Applications

CEU Now Certificate Number: CEUN-0511 -0013

American Institute of Medical Laser Applications

Hereby Awards to

Nancy Fulton

8 Universal Dr., St. Peters Mi 63376 United States

Certificate of Successful Completion

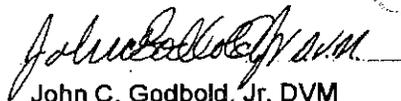
for 1.0 continuing education credit hours of the course and test in

The Scientific Basis of Medical Lasers

Course number: AIMCEUN 00301109

Granted:

May 29, 2011



John C. Godbold, Jr. DVM
AIMLA Veterinary Medical
Advisory Board Member

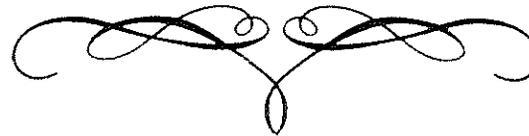


Dr. Ron Riegel
Director of the American Institute
for Medical Laser Applications

CEU Now Certificate Number: CEUN-0511 -0102



Associated Bodywork & Massage Professionals



This certifies that

Nancy Fulton

is a

Professional

member in good standing of Associated Bodywork & Massage Professionals.

ABMP members meet specific eligibility requirements pertaining to their level of membership based on training. All members are required to maintain the highest standards of professional conduct and strictly adhere to the ABMP Code of Ethics.

Member ID No.: 882549

Loyal Member Since: June 6, 2010

Expiration Date: June 5, 2012

Les Sweeney, NCTM, President

DAY-BREAK

Geriatric Massage Institute



September 1, 2009

Hello Nancy,

Thank you for your interest in this wonderful and rewarding work. I hope that you enjoyed your continuing education home study course from DAY-BREAK Geriatric Massage Institute. Enclosed is your certificate of completion.

As you know, there is a rapidly growing interest in massage for the geriatric population. Statistically, the demographics of this special group have multiplied by leaps and bounds. Because of this fact, there is an enormous amount of nursing home, assisted living and retirement communities being built at a phenomenal rate across the country.

Also many hospitals and medical communities are again adding massage therapists to their care programs. As you can see there are a multitude of employment possibilities in geriatric massage for this very special population.

When you are ready to further your education in working with seniors, I suggest that you consider coming to one of our workshops. While the correspondence courses offer valuable information, there is no substitute for hands on learning.

You can visit our website for a complete schedule of our Level I and Level II workshops:
www.daybreak-massage.com

If we can be of assistance at any time, do not hesitate to contact us.

Warm Regards,

Sharon Puszko

Sharon A. Puszko, PhD, LMT, *Owner/Director/Educator*

Phone 317.722.9896

January 23, 2012 Open Sessions Agenda

7434 A King George Drive • Indianapolis, IN 46260 • F 317-722-0511 • spuszko@juno.com • www.daybreak-massage.com

CERTIFICATE OF COMPLETION

**RALPH STEPHENS SEMINARS, LLC
P.O. BOX 8267, CEDAR RAPIDS, IA 52408-8267**

This verifies that

Nancy Fulton

has successfully attended

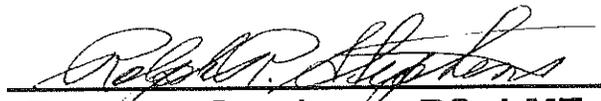
Trigger Point Therapy

6 Hours of Approved Continuing Education

Date: April 26, 2009

**Place: World Massage Festival
New Braunfels, TX**

NCBTMB Approved Provider/Instructor:


Ralph R. Stephens, BS, LMT, NCTMB
Ralph Stephens is approved by the National Certification Board for Therapeutic Massage and Bodywork (NCBTMB) as a Continuing Education Approved Provider. Provider #037587-00. New Mexico Instructor # I-26

CERTIFICATE OF COMPLETION

**RALPH STEPHENS SEMINARS, LLC
P.O. BOX 8267, CEDAR RAPIDS, IA 52408-8267**

This verifies that

Nancy Fulton

has successfully attended

Medical Massage

for

Cranial Pain

6 Hours of Approved Continuing Education

Date: April 25, 2009

**Place: World Massage Festival
New Braunfels, TX**

NCBTMB Approved Provider/Instructor:



Ralph R. Stephens, BS, LMT, NCTMB

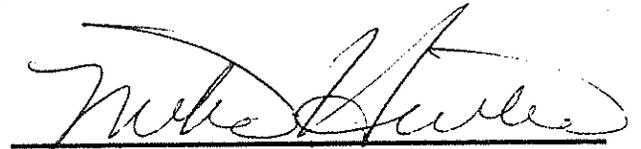
*Ralph Stephens is approved by the National Certification
Board for Therapeutic Massage and Bodywork (NCBTMB)
as a Continuing Education Approved Provider.
Provider #037587-00. New Mexico Instructor # I-26*

World Massage Festival

Certificate of Participation
presented to

Nancy Fulton

for attending the 2009 World Massage Festival
in New Braunfels, Texas and helping us
honor the newest members of the
Massage Therapy Hall of Fame



Mike Hinkle, Founder

April 24-26, 2009

American Massage Therapy Association

Texas Chapter, provider #049851-00

New Braunfels, Texas

April 24, 2009

This certifies that

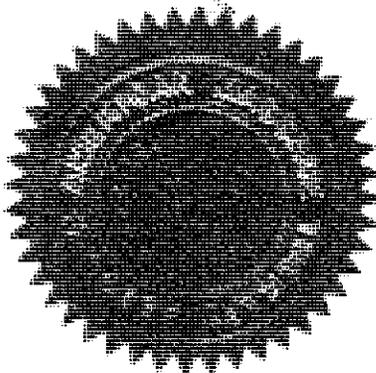
Nancy A. Fulton, NCBTMB, LMT

has completed 3.0 continuing education hours in

Ethics

Presented by

Savitri-Frizzell



Handwritten signature of John Kelley in cursive.

John Kelley, President

Handwritten signature of Paul Frizzell in cursive.

Paul Frizzell, Education Co- Chair

Handwritten signature of Savitri-Frizzell in cursive.

Savitri-Frizzell, Presenter

Handwritten signature of Savitri-Frizzell in cursive.

Savitri-Frizzell, Education Co- Chair

American Massage Therapy Association

Texas Chapter, provider #049851-00

New Braunfels, Texas

April 24, 2009

This certifies that

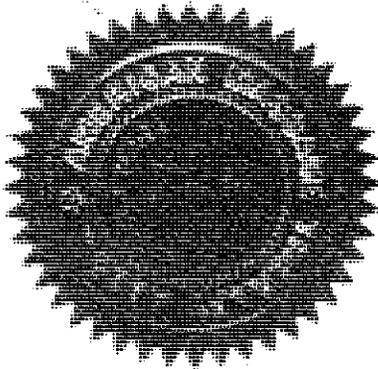
Nancy A. Fulton, NCBTMB, LMT

has completed 3.0 continuing education hours in

Ethics

Presented by

D'jango Sanders



Handwritten signature of John Kelley.

John Kelley, President

Handwritten signature of Paul Frizzell.

Paul Frizzell, Education Co-Chair

Handwritten signature of D'jango Sanders.

D'jango Sanders, Presenter

Handwritten signature of Savitri-Frizzell.

Savitri-Frizzell, Education Co-Chair



Transcript and Certificate of Completion at Continuing Education Program

Provider:
Body Therapy Associates
Carole Osborne-Sheets

Provider #: 034760-00 (NCBTMB)
50-243(State of Florida)
CEP 11859 (BRN-CA)

Approved Program #: 20-147783
20-147786 (State of Florida)

Address: 11650 Iberia Place, Suite 137, San Diego, CA 92128

Telephone #: 858-748-8827

Sponsor Representative Signature: *Carole Osborne-Sheets*

Program Title: Pre & Prenatal Massage Therapy Technique Refinement
and
Advanced Perinatal Issues and Seminars

Date of Program: November 1 - 2, 2008

Site: Myotherapy College
Salt Lake City, UT

CE Contact Hours Awarded: 14

This course is approved by NCBTMB.

This certificate must be retained by Licensee for a period of four years after course concludes (BRN).

This certificate of completion verifies that the hours stated above have been awarded to the person/Licensee below for attendance at this program.

Licensee Name:	Nancy A.	Fulton	License #:	2003031204
Address	8 Universal Dr.			
City	St Peters	State	MO	Zip 63376
Phone #1	314-494-9322(c)			

Certificate of Completion

*A Gathering Place
Wellness Education Center*

certifies that

Nancy Fulton, LMT, NCTMB

has successfully completed

Structural Integration

16 Contact Hours on October 5, 2008

A Gathering Place Massage School
12131 Dorsett Road, Suite 101
Maryland Heights, MO 63043
314-739-5559

This course is approved by the
National Certification Board of
Therapeutic Massage and
Bodywork.

Alan Cina

Instructor: Alan Cina, LMT, NCTMB

Cindy Goodnetter 10/5/08

Director: Cindy Goodnetter, LMT, NCTMB

Date

NCBTMB Approved Provider #450650-08

World Massage Festival

Nancy Fulton

License # 2003031204

has successfully completed

Orthopedic Massage for Thoracic Outlet
& Frozen Shoulder Release
4 Hours

Orthopedic Massage for Complicated
Lower Extremity Conditions
4 Hours

*2008 World Massage Festival
Panama City Beach, Florida
August 1-3, 2008*

Pelvic Stabilization: The Key to
Structural Integration
4 Hours

Orthopedic Massage Treatments for
Elbow, Wrist & Hand Conditions
4 Hours

James Waslaski

The Center for Pain Management
NCBTMB Provider # 049978-00
CE Broker Provider # 50-1075

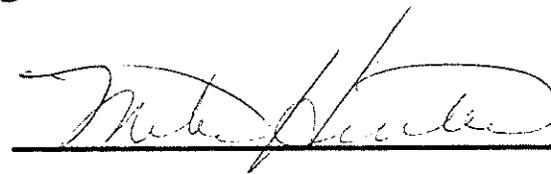
World Massage Festival

Certificate of Participation

presented to

Nancy Fulton

for attending the 2008 World Massage Festival
in Panama City Beach, Florida and helping us
honor the newest members of the
Massage Therapy Hall of Fame

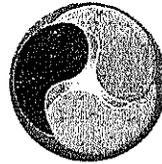


Mike Hinkle, Founder

August 1-3, 2008

Healing Arts Center

St. Louis



Missouri

Nancy Fulton

is hereby awarded

this certificate of completion for

Chinese Facial Massage

Receiving Six Continuing Education Credits

Completed June 21st, 2008

A handwritten signature in black ink, reading "Thomas A. Tessereau".

Thomas A. Tessereau, LMT, NCTMB

Executive Director

NCBTMB Approved Provider #450365-07



Educating Massage Therapists for Life

American CranioSacral Therapy Association

This Certifies That

Nancy Fulton NCTMB, LMT

is a member in good standing, entitled to all benefits and privileges appertaining thereto, of the American CranioSacral Therapy Association — an organization dedicated to the research, development, advancement and support of the science and art of, as well as the right to practice, CranioSacral Therapy as defined by developer John E. Upledger, DO, OMM.



American CranioSacral
Therapy Association, Inc.

A handwritten signature in cursive script, appearing to read 'Robert Lewis Warr', written over a horizontal line.

For ACSTA

June 30, 2008

Valid Through

The Only CranioSacral Therapy Association. Recognized by CranioSacral Therapy Founder and Developer John E. Upledger, DO, OMM

CERTIFICATE OF COMPLETION

RALPH STEPHENS SEMINARS, LLC
P.O. BOX 8267, CEDAR RAPIDS, IA 52408-8267

This verifies that

Nancy A. Fulton

has successfully attended

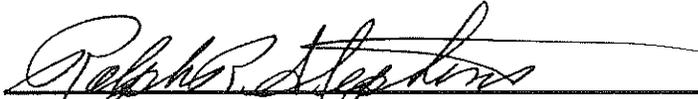
**Medical Massage:
Upper Extremity/Carpal Tunnel
Knee, Leg, Ankle & Foot**

15 Hours of Category "A" Continuing Education

Date: February 9-10, 2008

Place: A Gathering Place
Maryland Heights, MO

NCBTMB Approved Provider/Instructor:


Ralph R. Stephens, BS, LMT, NCTMB

*Ralph Stephens is approved by the National Certification Board for Therapeutic Massage and Bodywork (NCBTMB) as a Continuing Education Provider under Category "A".
Provider #037587-00. New Mexico Instructor # I-26*



Cottleville
Weldon Spring
CHAMBER of COMMERCE

2008 CERTIFICATE OF MEMBERSHIP

Date: January 01, 2008

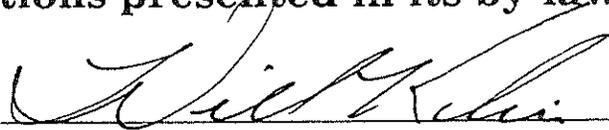
This is to Certify that

Integrated Massage Therapy

6034 Young Drive ~ Weldon Spring, Missouri 63304

having paid to the Treasurer of the Cottleville-Weldon Spring Chamber of Commerce the required Membership Fee of \$50.00, has been qualified for membership through December 31, 2008 in the
Cottleville-Weldon Spring Chamber of Commerce.

And has been admitted by its Board of Directors and declared to be a *Member-In-Good-Standing* under the conditions presented in its by-laws.



Chamber President ~ 2008: Will Klein

Display your certificate proudly in your business to let your customers know that you are someone worth doing business with.
You have made an investment in your community to make it the best place to live, work and visit.

CERTIFICATE OF COMPLETION

RALPH STEPHENS SEMINARS, LLC
P.O. BOX 8267, CEDAR RAPIDS, IA 52408-8267

This verifies that

Nancy Fulton

has successfully attended

Medical Massage: Abdominal & Shoulder Girdle Regions

16 Hours of Category "A" Continuing Education

Date: December 1-2, 2007

Place: A Gathering Place~Wellness Education Ctr
Maryland Heights, MO

NCBTMB Approved Provider/Instructor:



Ralph R. Stephens, BS, LMT, NCTMB

*Ralph Stephens is approved by the National Certification
Board for Therapeutic Massage and Bodywork (NCBTMB)
as a Continuing Education Provider.*

Provider #037587-00. New Mexico Instructor # 1-26

The Upledger Institute, Inc.®

presents this

Certificate of Attendance

for

CranioSacral Therapy for Pediatrics

to

Nancy Fulton NCTMB, LMT

Rebecca Flowers, OTR, BCP, CSTD

Rebecca Flowers OTR, BCP, CSTD
The Upledger Institute, Inc.



November 18, 2007

Date



December 5, 2007

Nancy Fulton NCTMB,LMT
8 Universal Dr
Saint Peter's, MO 63376

To Whom It May Concern:

This is a certificate of attendance for the following continuing education program:

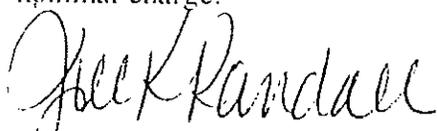
=====

LICENSEE: Nancy Fulton NCTMB,LMT
LICENSE NUMBER: MO:2003031204 Expires:01/15/09
PROGRAM: CranioSacral Therapy for Pediatrics
PROVIDER NUMBER:
NCBTMB PROVIDER NUMBER: 025785-00
LOCATION: Dallas/Fort Worth
STARTING DATE: Thursday November 15, 2007
CONTACT (CE) HOURS-TOTAL(NCB Ethics/Standard V): 24.00(4.00/2.00)
INSTRUCTOR: Rebecca Flowers OTR,BCP,CSTD

=====

This certificate of attendance verifies the completion of the hours stated above at this program.

We recommend that Nancy Fulton retain this certificate for five (5) years, or for the period mandated by your professional licensing board. Duplicate certificates of attendance will be available for a nominal charge.


Jill Randall
Program Coordinator

JR:tlg

This course has been approved by the CA Board of Registered Nursing, BRN Provider Number CEP9432. Accreditation of this course does not necessarily imply the FPTA supports the view of the presenter or the sponsors. UI is recognized by the Board of Certification, Inc. to offer continuing education for Certified Athletic Trainers. This program has been approved for a maximum of 20 hours of Category A continuing education. Certified athletic trainers are responsible for claiming only those hours actually spent participating in the CE activity. BOC Approved Provider Number P0001.



**CERTIFICATE OF
COMPLETION**

ISSUED TO

NANCY FULTON

FOR PARTICIPATION IN THE COURSE

**MUSCLE RESTORE TECHNIQUE
FOR MIGRAINES AND OTHER HEADACHES**

OCTOBER 24, 2007 ST. LOUIS MISSOURI


EDWARD STERNBERG PRESIDENT
EAGLE PROFESSIONAL SEMINARS

10-24-07
DATE

EAGLE PROFESSIONAL SEMINARS IS APPROVED BY THE
NATIONAL CERTIFICATION BOARD FOR THERAPEUTIC
MASSAGE AND BODYWORK. PROVIDER # 450443-07.
THIS COURSE IS APPROVED FOR 7 CE HOUR.

EAGLE PROFESSIONAL SEMINARS 1504 N 36TH ST. ST JOSEPH MO. 64506 * (816) 364-9443

The Upledger Institute, Inc.®

presents this

Certificate of Attendance

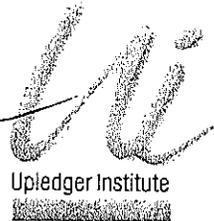
for

CranioSacral Applications to Obstetrics 1

to

Nancy Fulton NCTMB, LMT


Carol McLellan CMT, CST-D
The Upledger Institute, Inc.



October 21, 2007

Date

October 29, 2007



Nancy Fulton NCTMB,LMT
8 Universal Dr
Saint Peter's, MO 63376

To Whom It May Concern:

This is a certificate of attendance for the following continuing education program:

=====

LICENSEE: Nancy Fulton NCTMB,LMT
LICENSE NUMBER: MO:2003031204 Expires:01/15/09
PROGRAM: CranioSacral Applications to Obstetrics I
PROVIDER NUMBER:
NCBTMB PROVIDER NUMBER: 025785-00
LOCATION: Denver
STARTING DATE: **Thursday** October 18, 2007
CONTACT (CE) HOURS-TOTAL(NCB Ethics/Standard V): 24.00(4.00/2.00)
INSTRUCTOR: Carol McLellan CMT,CST-D

=====

This certificate of attendance verifies the completion of the hours stated above at this program.

We recommend that Nancy Fulton retain this certificate for five (5) years, or for the period mandated by your professional licensing board. Duplicate certificates of attendance will be available for a nominal charge.


Jill Randall
Program Coordinator

JR:te

This course has been approved by the CA Board of Registered Nursing, BRN Provider Number CEP9432. Accreditation of this course does not necessarily imply the FPTA supports the view of the presenter or the sponsors. UI is recognized by the Board of Certification, Inc. to offer continuing education for Certified Athletic Trainers. This program has been approved for a maximum of 20 hours of Category A continuing education. Certified athletic trainers are responsible for claiming only those hours actually spent participating in the CE activity. BOC Approved Provider Number P0001.

Certificate of
Successful Completion
DONA International

P.O. Box 626 Jasper, Indiana 47547

Nancy Fulton

is awarded 15.6 contact hours for successful completion of the

13th DONA International Conference

July 20-22, 2007

St. Louis, Missouri USA

This program is approved for up to 15.6 contact hours by DONA International.

Retain this certificate for your records for 6 years.

DONA[™]
International

Karen K. Newell
Karen K. Newell, Continuing Education Chair

Bubbles

From: <edsrv@upledger.com>
To: <nfulton@charter.net>
Sent: Friday, December 15, 2006 7:02 AM
Subject: Correspondence Re:SERI 07/12/07 MIL

THE UPLEDGER INSTITUTE, Inc.
 WWW.UPLEDGER.COM
 11211 Prosperity Farms Road, Suite D-325
 Palm Beach Gardens, FL 33410-3487
 561 622-4334, 800 233-5880, Fax 561 622-4771

December 15, 2006

Nancy Fulton NCTMB,LMT
 8 Universal Dr
 Saint Peter's, MO 63376

Dear Nancy,

We are pleased to confirm that a space has been reserved for you in our SomatoEmotional Release I workshop being held in or near Milwaukee, WI on Thursday July 12, 2007 - Sunday July 15, 2007.

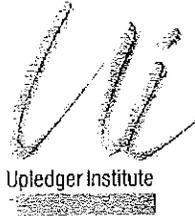
You will learn about the physiological mechanism of disease and will participate in hands-on training to facilitate the SomatoEmotional Release process. By the end of the course, you should be able to dissipate residual effects of past trauma and negative emotional experiences from the body and mind of your patients/clients.

To complement the material that you will be learning at the course, Dr. Upledger suggests that you read SomatoEmotional Release and Beyond and Getting to Yes. If you need assistance obtaining a copy of one or both of these, please feel free to call us at 1 800-233-5880. To better prepare you to learn the new material in SERI, we recommend that you perform at least 25 mouth work sessions (as well as receive at least one complete mouth work session) prior to attending this seminar.

Registration begins at 8:00 a.m. on the first day of class. A continental breakfast will be served until 9:00 a.m., at which time the workshop will begin. Subsequent class hours begin at 9:00 a.m., except the last day which begins at 8:00 a.m. Due to the nature of the work done in this course, afternoon lab session ending times cannot be pre-determined. Some participants finish by 5:00 p.m. and others stay as late as 7:00 p.m. each

12/15/2006

July 30, 2007



Nancy Fulton NCTMB,LMT
8 Universal Dr
Saint Peter's, MO 63376

To Whom It May Concern:

This is a certificate of attendance for the following continuing education program:

=====

LICENSEE: Nancy Fulton NCTMB,LMT
LICENSE NUMBER: MO:2003031204 Expires:01/15/07
PROGRAM: SomatoEmotional Release I
PROVIDER NUMBER:
NCBTMB PROVIDER NUMBER: 025785-00
LOCATION: Milwaukee
STARTING DATE: Thursday July 12, 2007
CONTACT (CE) HOURS-TOTAL(NCB Ethics/Standard V): 24.00(4.00/2.00)
INSTRUCTOR: Tim Hutton PhD,LMP,CSTD

=====

This certificate of attendance verifies the completion of the hours stated above at this program.

We recommend that Nancy Fulton retain this certificate for five (5) years, or for the period mandated by your professional licensing board. Duplicate certificates of attendance will be available for a nominal charge.

Kathy Woll
Program Coordinator

KW:cal

This course has been approved by the CA Board of Registered Nursing, BRN Provider Number CEP9432. Accreditation of this course does not necessarily imply the FPTA supports the view of the presenter or the sponsors. UI is recognized by the Board of Certification, Inc. to offer continuing education for Certified Athletic Trainers. This program has been approved for a maximum of 20 hours of Category A continuing education. Certified athletic trainers are responsible for claiming only those hours actually spent participating in the CE activity. BOC Approved Provider Number P0001.

Nancy Fulton NCTMB,LMT
 8 Universal Dr
 Saint Peter's, MO 63376

Please make any necessary corrections to your name, professional Code And address Information And Return it To us. This Is the Informationwe will Use For future correspondence And Any course documentation.

Current Loyalty Reward Points: 18,125

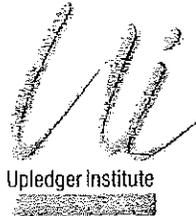
CLASS: SomatoEmotional Release I
 CITY: Milwaukee
 DATES: July 12, 2007 - July 15, 2007
 TUITION: \$495.00

Payments/Adj. \$250.00
 Charge Card \$ 245.00 to be processed November 13, 2007

Professional license numbers/expiration dates may be required to ensure CEU acceptance. Please contact us at 800-233-5880, 561-622-4334, or upledger@upledger.com to add to or update the following information:

ST	County/Other	PROFESSION	License	Expires
MO	MT	2003031204		01/15/07

July 30, 2007



Nancy Fulton NCTMB, LMT
8 Universal Dr
Saint Peter's, MO 63376

Dear Nancy,

We're glad you were with us at the recent SomatoEmotional Release I workshop held in Milwaukee. This level of CST training brought you deeper into the CST concept and broadened your understanding of the possibilities it offers. Enclosed is a class roster, additional workshop information, and a certificate of attendance that may be used for submission to your state licensing board (if applicable for your licensing requirements).

As you may know, your attendance at an Institute workshop qualifies you to be listed in the International Association of Healthcare Practitioners (IAHP) directory. If you would like information on the benefits and costs of membership or prefer not to be listed, please call us at 1 800 233-5880.

As an alumnus of SERI, you have several options for continuing your studies, including SomatoEmotional Release II. SERII addresses psychological aspects of the release processes learned in CSI, CSII and SERI programs. After a review of the techniques, participants are introduced to a triad of schools of psychology: psychosynthesis, gestalt and Jungian. Clinical Application of CranioSacral Therapy and SomatoEmotional Release is a five-day practicum that gives you the chance to work side by side with a UI Clinician and three other participants. This course reviews the SER process; delves deeper into vector/axis integration and alignment, meridians and chakras and allows practice for each position involved in multiple-hands sessions.

UI offers a CST Certification Program with two levels of certification, and as a graduate of SERI you are eligible to apply to be a UI Certified CST Techniques practitioner.

We are pleased to announce a CST Technique Certification Preparation class being held in Milwaukee on October 27-28, 2007. Call for details or to register.

We will update you on UI with regular mailings throughout the year and you may also visit us at www.upledger.com for the most recent developments. We welcome your feedback, as it enables us to offer the best learning experiences possible. We look forward to seeing you again!

Sincerely,

Kathy Woll
Vice President, Curriculum Administration

KW/cal
encl

The Upledger Institute, Inc.[®]

presents this

Certificate of Attendance

for

SomatoEmotional Release I Workshop

to

Nancy Fulton NCTMB, LMT



Tim Hutton PhD, LMP, CSTD
The Upledger Institute, Inc.



July 15, 2007

Date

Certificate

Barnes-Jewish Hospital
BJC HealthCare
1 Barnes-Jewish Hospital Plaza
St. Louis, Mo. 63110

certifies

NANCY FULTON

has attended & successfully completed
the DONA, International approved

Labor Support/Birth Doula Workshop

Date: March 23, 24, 25, 2007

Location: Barnes-Jewish Hospital, St. Louis, MO

Kim Amos, CD(DONA), ICCE

Kim Amos, CD DONA

Suzann Stephens, CD(DONA), LCCE

Suzann Stephens, CD DONA

This verifies that

Nancy Fulton

has successfully attended

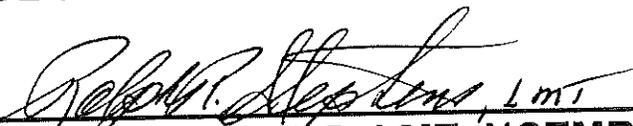
**Medical Massage:
Lumbar & Pelvic Regions**

8.5 Hours of Category "A" Continuing Education

Date: February 10-11, 2007

Place: A Gathering Place ~ Wellness Education Ctr
Maryland Heights, MO

Instructor:


Ralph R. Stephens, BS, LMT, NCTMB

*Ralph Stephens is approved by the National Certification Board for Therapeutic Massage and Bodywork (NCBTMB) as a Continuing Education Provider under Category "A".
Provider #037587-00. New Mexico Instructor # I-26*

This verifies that

Nancy Fulton

has successfully attended

**Medical Massage:
Lumbar/Pelvis & Cervical Regions**

16 Hours of Category "A" Continuing Education

Date: February 10-11, 2007

Place: A Gathering Place ~ Wellness Education Ctr
Maryland Heights, MO

Instructor:

Ralph R. Stephens, LMT
Ralph R. Stephens, BS, LMT, NCTMB

*Ralph Stephens is approved by the National Certification
Board for Therapeutic Massage and Bodywork (NCBTMB)
as a Continuing Education Provider under Category "A".
Provider #037587-00. New Mexico Instructor # I-26*



This certificate verifies that

Nancy A. Fulton

has satisfactorily completed the 32-hour certificate program in

Pre- and Perinatal Massage Therapy

at

Atlanta, GA

February 2-5, 2006



Carol Osborne-Sheets
Instructor

INSTITUTE FOR INTEGRATIVE HEALTHCARE STUDIES

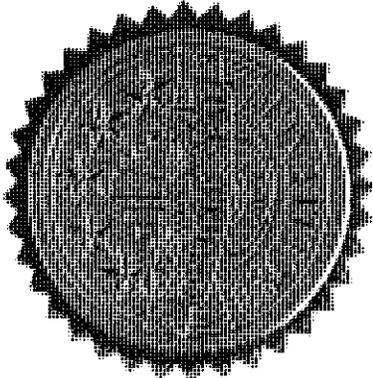
This is to certify that

NANCY A. FULTON

has successfully completed the following distance learning course:

Chair Massage Fundamentals

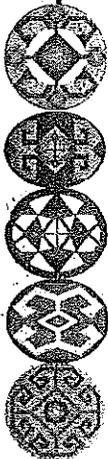
and has earned 12 Continuing Education Hours



Signed:

Date: February 16, 2006

SPONSOR REPRESENTATIVE: Ralph Napolitano, Director
PROVIDER NAME: Institute for Integrative Healthcare Studies
PROVIDER ADDRESS: PO Box 423 Bullville, NY 10915
PROVIDER PHONE NUMBER: 845/361-3900
INSTRUCTOR: David Palmer



This certificate verifies that

Nancy A. Fulton

has satisfactorily completed the 32-hour certificate program in

Pre and Perinatal Massage Therapy

at

Atlanta, GA

February 2-5, 2006



Carole Osborne-Sheets

Instructor



This certificate verifies that

Nancy A. Fulton

has satisfactorily completed the 32-hour certificate program in

Pre- and Perinatal Massage Therapy

at

Atlanta, GA

February 2-5, 2006

NCBTMB APPROVED PROVIDER



FOR CONTINUING EDUCATION

Carole Osborne-Sheets

Instructor

Body Therapy
ASSOCIATES



Carole Osborne-Sheets
Course Developer



INSTITUTE FOR
INTEGRATIVE HEALTHCARE STUDIES

Certificate of Completion of Continuing Education Program

The person identified below participated in the following activity:

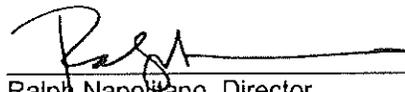
Course No.: E515
Program Title: Chair Massage Fundamentals
Name of Instructor: David Palmer
Date of Completion: February 16, 2006
CE Hours Awarded: 12
Site: Distance Learning

This documentation verifies that the hours stated above have been awarded to the person below for completion of this distance learning continuing education course.

Licensee Name: Nancy A. Fulton
Address: 8 Universal Drive
Saint Peters, MO 63376

License No.: 2003031204
Granted By: State of Missouri Board of Therapeutic Massage
Provider Name: INSTITUTE FOR INTEGRATIVE HEALTHCARE STUDIES
Provider Address: 2331 Route 17K, Montgomery, NY 12549
Provider Phone No.: 845/361-3900

Provider Representative:


Ralph Napolitano, Director

The Institute for Integrative Healthcare Studies is approved by the NCBTMB as a Continuing Education Approved Provider (#049478-00).



Certificate of Achievement at Continuing Education Program

Provider:
Body Therapy Associates
Carole Osborne-Sheets

Provider #: 034760-00 (NCBTMB)
MCE-165-05 (State of FL)
CEP 11859 (BRN-CA)

Approved Program #: 1455 (State of Florida)

Address: 11650 Iberia Place, Suite 137, San Diego, CA 92128

Telephone #: 858-748-8827

Sponsor Representative Signature: *Carole Osborne Sheets*

Program Title: Pre- & Perinatal Massage Therapy

Date of Program: February 2-5, 2006

Site: Acadamey of Somatic Healing Arts
Atlanta, GA

CE Contact Hours Awarded: 32 (3.2 CEUs)

This course includes two hours of professional ethics and fulfills "Category A" requirements (NCBTMB).

This certificate must be retained by Licensee for a period of four years after course concludes (BRN).

This certificate of achievement verifies that the hours stated above have been awarded to the person/Licensee below for attendance at this program.

Licensee Name: Nancy A. Fulton

License #: *2003031204*

Address: 8 Universal Dr.
St Peters MO 63376

Phone:

THE UPLEDGER INSTITUTE, INC.

presents this

Certificate of Attendance

for

Lymph Drainage Therapy I

to

Nancy Fulton LMT

March 26, 2006

Date


Molly Clark P.T., LLCC
The Upledger Institute, Inc.



Certificate

Barnes-Jewish Hospital
BJC HealthCare
1 Barnes-Jewish Hospital Plaza
St. Louis, Mo. 63110

certifies

Nancy Fulton

has attended & successfully completed
the DONA approved

Labor Support/Birth Doula Workshop

Date: March 31, April 1 & 2, 2006

Contact Hours: 23.7

Location:
Barnes-Jewish Hospital
St. Louis, MO.

MONA Approval Number:
107-II-111

CE Activity Coordinator:

Rhona Yolcut, RN

Rhona Yolcut RN

Barnes-Jewish Hospital Department of Professional Practice is an approved provider of continuing nursing education by the Missouri Nurses Association, an accredited approver by the American Nurses' Credentialing Center's Commission on Accreditation.

Suzann Stephens, CD(DONA)

Suzann Stephens, C.D. DONA



April 4, 2006

Nancy Fulton LMT
8 Universal Dr
Saint Peter's, MO 63376

To Whom It May Concern:

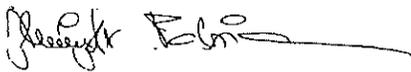
This is to certify attendance in the following continuing education program:

LICENSEE: Nancy Fulton LMT
LICENSE NUMBER: MO:2003031204

PROGRAM: Lymph Drainage Therapy I
PROVIDER NUMBER: ~~2003031204~~ 025785-00
LOCATION: Indianapolis
STARTING DATE: Thursday March 23, 2006
HOURS: 24
INSTRUCTOR: Molly Clark P.T.,LLCC

This certificate of attendance verifies that the hours stated above have been awarded to Nancy Fulton for attendance at this program.

We recommend that Nancy Fulton retain this certificate for five (5) years, or for the period mandated by your professional licensing board. Duplicate certificates of attendance will be available for a nominal charge.



Jenny Fabian
Program Coordinator

JF:jhf

This course has been approved by the CA Board of Registered Nursing, BRN Provider Number CEP9432. Accreditation of this course does not necessarily imply the FPTA supports the view of the presenter or the sponsors.

THE UPLEDGER INSTITUTE, INC.

presents this

Certificate of Attendance

for

CranioSacral Therapy Level II Workshop

to

Nancy Fulton NCTMB,LMT

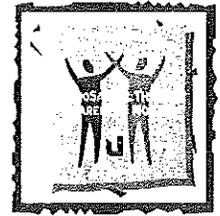
A. Michael Morgan

Michael Morgan LMT, CST-D
The Upledger Institute, Inc.



June 4, 2006

Date



June 9, 2006

Nancy Fulton NCTMB, LMT
8 Universal Dr
Saint Peter's, MO 63376

Dear Nancy,

Congratulations on completing the CranioSacral Therapy II workshop held in Chicago. We trust it was a rewarding experience and that you'll find the new techniques helpful in your practice. Enclosed is a class roster, additional workshop information, and a certificate of attendance that may be used for submission to your state licensing board (if applicable for your licensing requirements). Please call for the appropriate provider number to complete the certificate.

As you may know, your attendance at an Institute workshop qualifies you to be listed in the next printing of the International Association of Healthcare Practitioners (IAHP) directory. If you would like to receive information on the benefits and related costs of membership or prefer not to be listed, please call us at 1 800 233-5880.

As an alumnus of CSII, you have several options for continuing your studies, including SomatoEmotional Release I. SERI is the next step in the CST curriculum, where you will learn the therapeutic process that helps rid the body and mind of residual effects of past trauma. UI offers a CST Certification Program which includes two levels of certification, and as a graduate of CSII, you are eligible to be certified as a Techniques Therapist. You may also choose to become involved in our Study Group program to share knowledge and gain contacts with like-minded individuals. Please call for information on either program.

UI has also developed Clinical Application of CST, a five-day practicum that gives you the chance to work side by side with a UI HealthPlex Clinician and three other participants. This course is designed to hone your expertise in blending with clients; develop mouth-work skills (a good preparation for SER); review whole-body evaluation, energy cyst location and release, facilitated segments, fascial glide, dural tube techniques, the 10-Step Protocol, and arcing; and review the material of your choice. Please call us for class schedules and availability.

We will update you on UI with regular mailings throughout the year and you may also visit us at www.upledger.com for the most recent developments. We welcome your feedback, as it enables us to offer the best learning experiences possible. We look forward to seeing you again!

Sincerely,

Kathy Woll
Vice President, Curriculum Administration

KW/jhf
encl



June 9, 2006

Nancy Fulton NCTMB, LMT
8 Universal Dr
Saint Peter's, MO 63376

To Whom It May Concern:

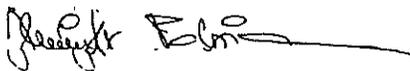
This is to certify attendance in the following continuing education program:

LICENSEE: Nancy Fulton NCTMB, LMT
LICENSE NUMBER: MO:2003031204

PROGRAM: CranioSacral Therapy II
PROVIDER NUMBER: _____
LOCATION: Chicago
STARTING DATE: Thursday June 1, 2006
HOURS: 24
INSTRUCTOR: Michael Morgan LMT, CST-D

This certificate of attendance verifies that the hours stated above have been awarded to Nancy Fulton for attendance at this program.

We recommend that Nancy Fulton retain this certificate for five (5) years, or for the period mandated by your professional licensing board. Duplicate certificates of attendance will be available for a nominal charge.



Jenny Fabian
Program Coordinator

JF:jhf

This course has been approved by the CA Board of Registered Nursing, BRN Provider Number CEP9432. Accreditation of this course does not necessarily imply the FPTA supports the view of the presenter or the sponsors. The MD Board of Social Work Examiners certified that this program meets the criteria for the number of hours listed above of Category I continuing education for social workers and associates licensed in MD.

NANCY FULTON, NETMB, LIOT
8 UNIVERSAL DR
ST. PETERS, MO.
Lic: 200 3031204
63376
September 5, 2006

Thank You !

- For attending the **Touch For Health** retreat at Manresa Center. Didn't we have a great time? Weren't the grounds beautiful, even the weather cooperated! Your stay was worth 40 contact hours in continuing education, no kidding! I hope this letter finds you in good health and spirit. This summer was a rush of events, some expected and some not so expected. I will welcome the sight of frost and pumpkins!

The Touch for Health time we shared was both a joy and an inspiration. There was such an excellent sharing of information and the presence of so many well-informed people was heart warming. I hope you were able to feel the excitement that was generated.

Now that you are home and settled back into your routine have you had a chance to play with your CD? Isn't it a great new tool? Are you utilizing the various techniques shared? Making TFH part of your daily routine is good for your health also! Like any seed that has been planted, your use of the techniques provides the nourishment needed to make your efforts fruitful.

Now it is time to continue the journey and I invite you to join me for the TFH Instructor Training Workshop, Oct 27th to Nov 2nd. If you're already an Instructor, come down and play! If you're becoming an Instructor we'll be having a great time. I encourage you to take this opportunity to continue learning in this system to understand the relevance of the techniques to health and everyday life.

Hope to hear from you soon!

Love and Blessings of Health, Wisdom and Abundance,

Certificate

Barnes-Jewish Hospital
BJC HealthCare
1 Barnes-Jewish Hospital Plaza
St. Louis, Mo. 63110

Certifies That

Nancy Fulton

Has Attended & Successfully Completed

***When Baby Blues Turn Black:
What Healthcare Providers Need to Know
About Post Partum Depression***

Date: November 10, 2006

Contact Hours: 8.7

Location:
Eric P. Newman Center
St. Louis, Missouri

MONA Approval Number:
107-I-194

CE Activity Coordinator:

Rhonda Gjelkum, RN, IBC LC

Barnes-Jewish Hospital Department of Professional Practice is an approved provider of continuing nursing education by the Missouri Nurses Association, an accredited approver by the American Nurses' Credentialing Center's Commission on Accreditation.

CEU Certificate

This is to certify that Nancy Fulton license # MO 2003031204
NCTMB 285249
address 60 Jefflyn Dr.
city/state/zip Valley Park MO 63088

has successfully completed a course entitled Touch For Health Instructor Update
and has been credited with 19 contact hours of continuing education.

The Touch For Health Kinesiology Association is an approved provider of contact hours by the National Certification Board for Massage Therapy, provider #050467-00

This certificate must be retained by the licensee for a period of four years after the conclusion of the course.

Nancy Fulton, TFH Instructor, NCTMB August 14th 2006
Certified Touch for Health Instructor Date of Completion

A copy of this document is on file at:

Touch For Health Kinesiology Association
408 N. Main Str. Ste202
New Carlisle, OH 45344
1 800 466 8342 Fax 310 457 9267

CEU Certificate

This is to certify that Nancy Fulton license # MO 2003031204
NCTMB 285249
address 60 Jefflyn Dr.
city/state/zip Valley Park MO 63088

has successfully completed a course entitled Ethical Muscle Testing in Touch For Health
and has been credited with 6 contact hours of continuing education.

The Touch For Health Kinesiology Association is an approved provider of contact hours by the National Certification Board for Massage Therapy, provider #050467-00

This certificate must be retained by the licensee for a period of four years after the conclusion of the course.

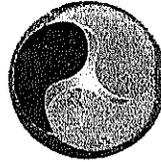
Nancy Fulton, TFH Instructor, NCTMB August 14th 2006
Certified Touch for Health Instructor Date of Completion

A copy of this document is on file at:

Touch For Health Kinesiology Association
408 N. Main Str. Ste202
New Carlisle, OH 45344
1 800 466 8342 Fax 310 457 9267

Healing Arts Center

St. Louis



Missouri

It is hereby certified that

Nancy A. Fulton

has fulfilled the requirements of study in

Advanced Reflexology

Receiving 32 Continuing Education Credits

Completed May 7th, 2006

Thomas A. Tessereau, LMT, NCTMB

Director

Educating Massage Therapists for Life

December 12, 2006



Nancy Fulton NCTMB,LMT
8 Universal Dr
Saint Peter's, MO 63376

To Whom It May Concern:

This is to certify attendance in the following continuing education program:

=====

LICENSEE: Nancy Fulton NCTMB,LMT
LICENSE NUMBER:MO:2003031204
PROGRAM: Lymph Drainage Therapy II
PROVIDER NUMBER:
NCBTMB PROVIDER NUMBER: 025785-00
LOCATION: Chicago
STARTING DATE: Thursday November 30, 2006
HOURS: 24
INSTRUCTOR: Behice Kutay R.M.T.

=====

This certificate of attendance verifies that the hours stated above have been awarded to Nancy Fulton for attendance at this program.

We recommend that Nancy Fulton retain this certificate for five (5) years, or for the period mandated by your professional licensing board. Duplicate certificates of attendance will be available for a nominal charge.



Kathy Woll
Program Coordinator

KW:ra0

This course has been approved by the CA Board of Registered Nursing, BRN Provider Number CEP9432. Accreditation of this course does not necessarily imply the FPTA supports the view of the presenter or the sponsors. UI is recognized by the Board of Certification, Inc. to offer continuing education for Certified Athletic Trainers. This program has been approved for a maximum of 20 hours of Category A continuing education. Certified athletic trainers are responsible for claiming only those hours actually spent participating in the CE activity. BOC Approved Provider Number P0001.

THE UPLEDGER INSTITUTE, INC.

presents this

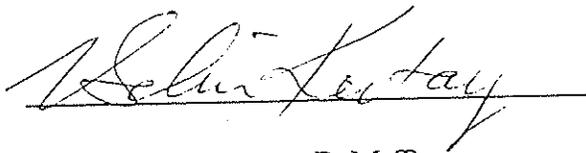
Certificate of Attendance

for

Lymph Drainage Therapy II

to

Nancy Fulton NCTMB, LMT



Behice Kutay R.M.T.
The Upledger Institute, Inc.



December 3, 2006

Date

National Certification Board for Therapeutic Massage and Bodywork

Let It Be Known That

Nancy A Fulton

*has demonstrated the fundamental knowledge required for competency in
this profession and is hereby awarded the designation*

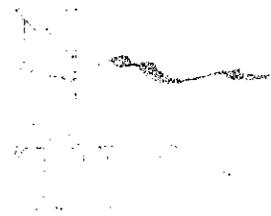
Nationally Certified in Therapeutic Massage and Bodywork

Judith Dean

Chair

Neal Barry

Chair-Elect



426449-00

National Certification Number

2005

Certified Since

March 31, 2009

Expiration Date



CERTIFICATE

THIS CERTIFICATE IS PRESENTED TO

Nancy Fulton, LMT

WHO HAS SUCCESSFULLY COMPLETED **60** HOURS
OF INSTRUCTION AND IS DULY CERTIFIED AS A

TOUCH FOR HEALTH INSTRUCTOR

HAVING MET THE REQUIREMENTS AND STANDARDS
AS SET FORTH BY THIS COLLEGE.

REGISTRAR

B. Studer

FACULTY

A. Eltanough

DATE, CITY

March 2005, St. Louis MO

44392

Registration Number

The International Center for Reiki Training
Registered Karuna Reiki® Master

THIS IS TO CERTIFY THAT

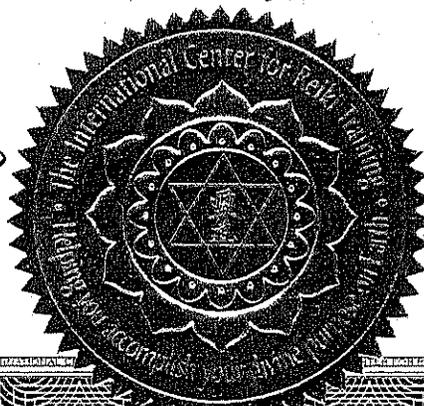
Nancy Fulton

Has received the necessary attunements and knowledge for Karuna Reiki® Master and has demonstrated comprehension of its principles, symbols and techniques and is now able to treat and initiate others.

Given on this 7th day of May, 2005

Thomas Cresswell

Registered Karuna Reiki® Master Teacher



William Lee Rand

William Lee Rand
President



This is to certify that *Nancy Fulton*

License # 2003031204

8 Universal Dr.

St. Peters Illinois 63376

has attended the TFHKA National Conference

The Heart & Science of Energy Healing

and has been credited with 14.4 hours of continuing education credits for the National Certification Board for Therapeutic Massage and Bodywork.

The Touch for Health Kinesiology Association is approved by the NCBTMB as a continuing education provider under Category A, Provider Number 050467-00.

Cassandra Layne
Touch for Health Kinesiology Association

July 16, 2005
Date of Completion

August 30, 2005



Nancy Fulton LMT
8 Universal Dr
Saint Peter's, MO 63376

To Whom It May Concern:

This is to certify attendance in the following continuing education program:

=====

LICENSEE: Nancy Fulton LMT
LICENSE NUMBER: 2003031204

PROGRAM: CranioSacral Therapy I
PROVIDER NUMBER: 025785-00
LOCATION: Grand Rapids
STARTING DATE: Thursday August 18, 2005
HOURS: 24
INSTRUCTOR: Mable Sharp MS,PT,CM,CST

=====

This certificate of attendance verifies that the hours stated above have been awarded to Nancy Fulton for attendance at this program.

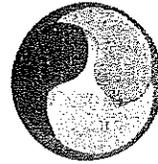
We recommend that Nancy Fulton retain this certificate for five (5) years, or for the period mandated by your professional licensing board. Duplicate certificates of attendance will be available for a nominal charge.

Jenny Fabian
Program Coordinator

JF:jhf

This course has been approved by the CA Board of Registered Nursing, BRN Provider Number CEP9432. Accreditation of this course does not necessarily imply the FPTA supports the view of the presenter or the sponsors. The MD Board of Social Work Examiners certified that this program meets the criteria for the number of hours listed above of Category I continuing education for social workers and associates licensed in MD.

Healing Arts



CENTER
EDUCATING MASSAGE THERAPISTS FOR LIFE.

August 9, 2005

This letter certifies that Nancy Fulton

Received 12 Continuing Education Credits

For

Karuna Reiki I, II, & Mastery
May 6-7, 2005

At

The Healing Arts Center
2601 S. Big Bend
St. Louis, MO 63143
314-647-8080

Instructor: Tom Tessereau

Debra Ellerbrook
Administrator

Vision Publications

21421 Hilltop #28
Southfield, MI 48034
248-948-8112
248-948-9534

Sales Receipt

Transaction #: 11298
Account #: 102264
Page: 1 of 1
Date: 9/8/2005
Time: 4:01:28 PM
Cashier: 2
Register #: 2

Bill To: Nancy Fulton
Healing Arts Ctr Student
8 Universal Dr
Saint Peters, MO 63376
United States

Ship To: Nancy Fulton
Healing Arts Ctr Student
8 Universal Dr
Saint Peters, MO 63376
United States

Reference:
Comment:

Item Code	Description	Quantity	Price	Extended
Karuna Master	registration S/N: 44392	1	\$0.00	\$0.00

Get the Reiki News Magazine www.reikinm.com

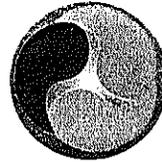
Vision Publications will appear on all credit card transactions.

Purchaser is responsible for paying any applicable sales or use tax on a purchase.

Sub Total	\$0.00
Sales Tax	\$0.00
UPS Ground	\$0.00
Total	\$0.00
Change Due	\$0.00

Healing Arts Center

St. Louis



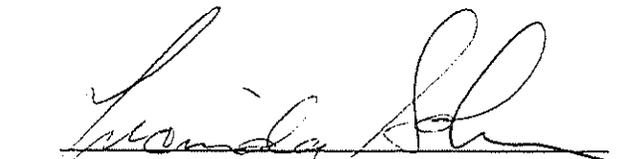
Missouri

It is hereby certified that

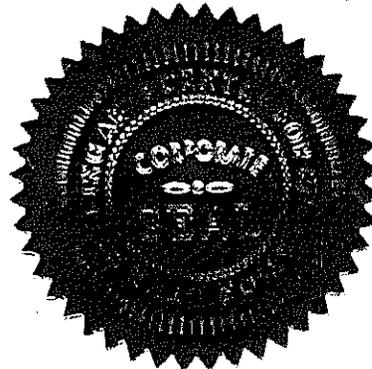
Nancy A. Fulton

*Has fulfilled the requirements of
Study in Myofascial Relief from Headaches and TMJ
Receiving 16 Continuing Education Credits*

Completed October 10th, 2004


Lucinda Sohn, MA, LMT

Instructor





Thomas A. Tessereau, LMT

Director

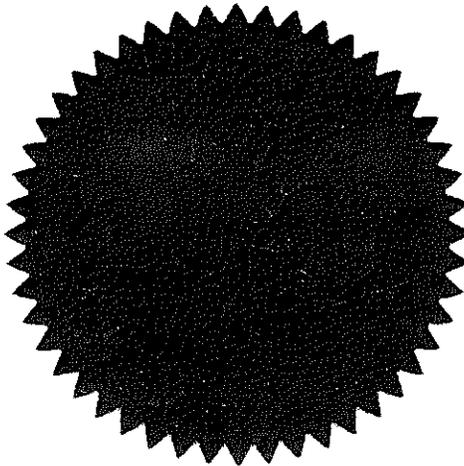


Educating Massage Therapists for Life

*Healing Touch Saint Louis, Inc.
Charter Member*

Nancy Fulton

is a Charter Member



October 8, 2006

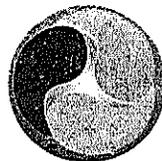
Date of Issue

Wanda J. ...

HISL President

Healing Arts Center

St. Louis



Missouri

It is hereby certified that

Nancy A. Fulton

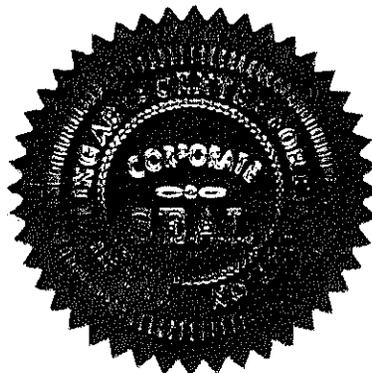
*has fulfilled the requirements of study in Myofascial Release
Receiving 100 Continuing Education Credits*

Completed September 29th, 2004

A handwritten signature in cursive script, appearing to read "Lucinda Sohn".

Lucinda Sohn, MA, LMT

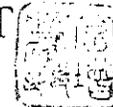
Instructor



A handwritten signature in cursive script, appearing to read "Thomas A. Tessereau".

Thomas A. Tessereau, LMT

Director



Educating Massage Therapists for Life

Certificate of Completion

Nancy Fulton

Has successfully completed
Mastering EFT For Serious Diseases

September 24-26, 2004



Dr. David M. Smith
TCMD(China)

Gary Craig
Gary Craig
Founder of EFT

Susan Lee Smith
Dr. Susan Lee-Smith, RN,
PhD, EFT-ADV, TCMN

TOUCH FOR HEALTH I-IV

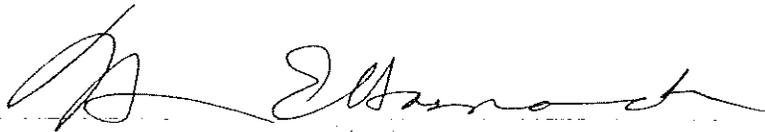
THIS IS TO CERTIFY, THAT

Nancy Fulton

HAS COMPLETED 60 HOURS OF INSTRUCTION IN
MUSCLE TESTING TO IMPROVE POSTURAL BALANCE
AND REDUCE PHYSICAL AND MENTAL DISCOMFORT

Touch For Health Kinesiology Association

INSTRUCTOR



CITY DATE

Chicago, IL

September 6th, 2009

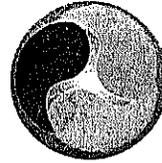
TOUCH FOR HEALTH KINESIOLOGY ASSOCIATION, 1111 S. MICHIGAN AVE., SUITE 200, CHICAGO, IL 60605

K
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Healing Arts Center

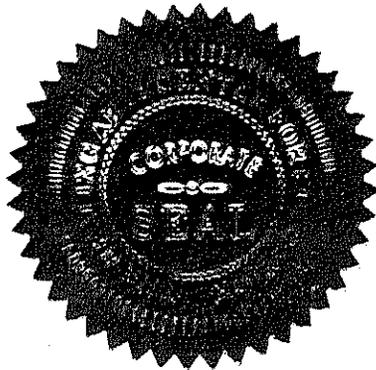
St. Louis



Missouri

It is hereby certified that
Nancy A. Fulton
has fulfilled the requirements of the
600 hour Massage Therapy Training Program.

Completed September, 2004



A handwritten signature in cursive script that reads "Thomas A. Tessereau".

Thomas A. Tessereau, LMT
Director



Educating Massage Therapists for Life

KINESIOLOGY

C E R T I F I C A T E

TOUCH FOR HEALTH I

THIS IS TO CERTIFY, THAT

Nancy A. Fulton

HAS COMPLETED 16 HOURS OF INSTRUCTION IN
MUSCLE TESTING TO IMPROVE POSTURAL BALANCE
AND REDUCE PHYSICAL AND MENTAL DISCOMFORT

Touch For Health Kinesiology Association



INSTRUCTOR

[Signature]

CITY DATE

St. Louis MO

August 22, 2004

INTERNATIONAL KINESIOLOGY ASSOCIATION, 1000 N. GARDEN LANE, SUITE 100, SAFFERMAN, MISSOURI 63104





Institute for Inner Studies, Inc.

855 Pasay Rd., Corner Amorsolo Streets
Makati, Metro Manila, Philippines

IL 001 1376

Certificate of Participation

This is to certify that

Nancy A. Fulton

has satisfactorily completed

MASTER CHOA KOK SUI

ADVANCED PRANIC HEALING COURSE ©®

Given this 1ST day of AUGUST

in the year of our Lord 20 04



LECTURER

MASTER STEPHEN CO
American Institute of Asian Studies



MASTER CHOA KOK SUI
FOUNDER



Colorado Center for Healing Touch Inc.

12477 W. Cedar Drive, #206, Lakewood, CO 80228

Certificate of Completion

This Certifies

Nancy Fulton

Name

Has Completed

Level I - Healing Touch

Contact Hours

17

Endorsed/Sponsored By

Lynn Black MA, CHPTI

Instructor

Date(s)

7/17-18/04

Instructor

Joyet L Mentzer BSN

Program Director

Location

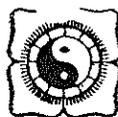
St Louis, MO.

Date Certificate Awarded

July 18, 2004

The Colorado Center for Healing Touch is approved as a provider of continuing education in nursing by the Colorado Nurses' Association, which is accredited as an approver of continuing education in nursing by the American Nurses Credentialing Center's Commission on Accreditation.

The Colorado Center for Healing Touch is approved by the National Certification Board for Therapeutic Massage and Bodywork (NCBTMB) as a continuing education provider under Category A. Provider Number 150588-00



Institute for Inner Studies, Inc.

855 Pasay Rd., Corner Amorsolo Streets
Makati, Metro Manila, Philippines

IL 001 1376

Certificate of Participation

This is to certify that

Nancy A. Fulton

has satisfactorily completed

MASTER CHOA KOK SUI

PRANIC PSYCHOTHERAPY COURSE © ®

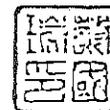
Given this 31ST day of JULY

in the year of our Lord 20 04



LECTURER

MASTER STEPHEN CO
American Institute of Asian Studies



MASTER CHOA KOK SUI
FOUNDER

Certificate of Attendance

This certificate has been awarded to

Nancy A. Fulton, LMT

in recognition of 16 hours of attendance at

The Nutrition and EFT Seminar

June 20-22, 2004 in Itasca, Illinois

Gary Craig,

Emotional Freedom Techniques Gualala, California

Dr. Joseph Mercola,

Optimal Wellness Center Schaumburg, Illinois



Institute for Inner Studies, Inc.

855 Pasay Rd., Corner Amorsolo Streets
Makati, Metro Manila, Philippines

IL 001 1289

Certificate of Participation

This is to certify that

Nancy Fulton

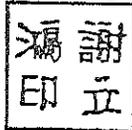
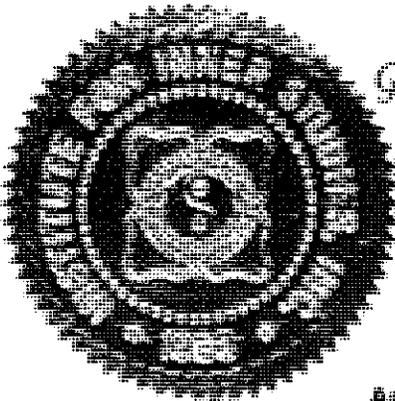
has satisfactorily completed

MASTER CHOA KOK SUI

PRANIC CRYSTAL HEALING[®]

Given this 19TH day of JUNE

in the year of our Lord 20 04



LECTURER

MASTER STEPHEN CO
American Institute of Asian Studies



MASTER CHOA KOK SUI
FOUNDER



Healing Arts
C E N T E R

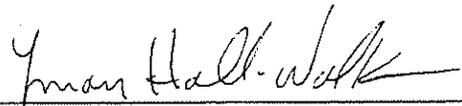
It is hereby certified that

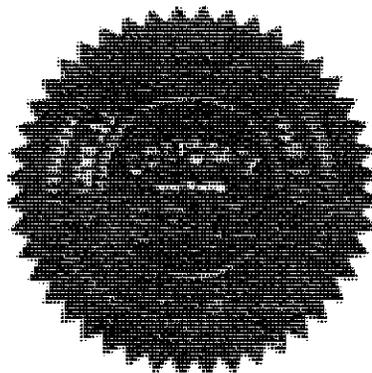
Nancy A. Fulton

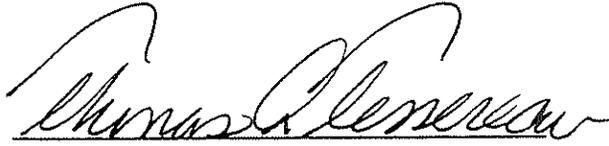
has fulfilled the requirements of study in Hot Stone Table Massage.

Receiving 18 Continuing Education Credits.

Completed May 16th, 2004


Wyman Hall-Walker, LMT
Instructor




Thomas A. Tessereau, LMT
Director





Healing Arts C E N T E R

It is hereby certified that

Nancy A. Fulton

Has fulfilled the requirements of study in

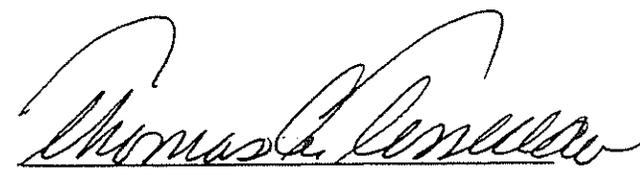
Cranio-Somatic Therapy: Level 1

Receiving 44 Continuing Education Credits

Completed May 2nd, 2004



Dave Nowack, RPP, DHH, CST
Instructor



Thomas A. Tessereau, LMT
Director



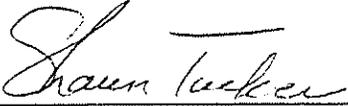


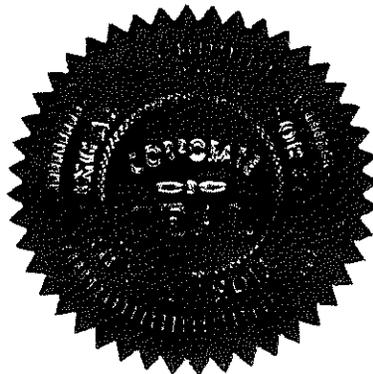
It is hereby certified that

Nancy A. Fulton

*has fulfilled the requirements of study in
Sports Massage I.*

Receiving 16 Continuing Education Credits
Completed April 25th, 2004


Shawn Tucker, PT
Instructor




Thomas A. Tessereau, LMT
Director 



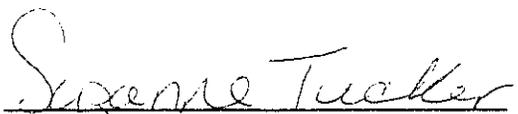
Healing Arts
C E N T E R

It is hereby certified that

Nancy A. Fulton

*has fulfilled the requirements of study in
Pre-Natal Massage Therapy.*

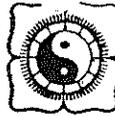
*Receiving Eight Continuing Education Credits
Completed March 20th, 2004*


Suzanne Tucker, PT, CIMI
Instructor




Thomas A. Tessereau, LMT
Director





Institute for Inner Studies, Inc.

855 Pasay Rd., Corner Amorsolo Streets
Makati, Metro Manila, Philippines

IL 001 1226

Certificate of Participation

This is to certify that

Nancy Fulton

has satisfactorily completed

MASTER CHOAKOK SUI

PSYCHIC SELF-DEFENSE[®]

Given this 14TH day of FEBRUARY

in the year of our Lord 20 04



LECTURER

MASTER STEPHEN CO
American Institute of Asian Studies



MASTER CHOAKOK SUI
FOUNDER



Healing Arts

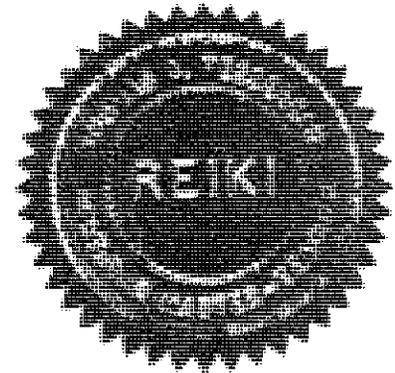
C E N T E R

USUI SHIKI RYOHO
Usui System of Natural Healing

Nancy A. Fulton

*Has received the Reiki Mastery initiation,
And is hereby Certified a Reiki Master-Teacher
Completed December 13, 2003*

靈氣



Thomas A. Tessereau, LMT
Reiki Master-Teacher





USUI SHIKI RYOHO

This is to certify that

Nancy A. Fulton

*Has received the REIKI II initiation,
the second of three degrees*

Completed November 26th, 2003

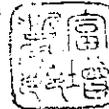


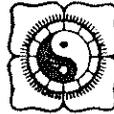
靈
氣

Thomas A. Tessereau

Thomas A. Tessereau, LMT

Reiki Master Teacher





Institute for Inner Studies, Inc.

855 Pasay Rd., Corner Amorsolo Streets
Makati, Metro Manila, Philippines

STL-000-065

Certificate of Participation

This is to certify that

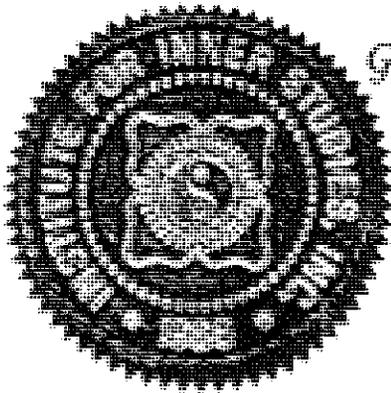
Nancy A. Fulton

has satisfactorily completed

MASTER CHOAKOK SUI

PRANIC HEALING COURSE ©®

Given this 5TH day of November
in the year of our Lord 20 03



Thomas Penner

LECTURER



MASTER CHOAKOK SUI
FOUNDER

STATE OF MISSOURI
 MISSOURI BOARD OF THERAPEUTIC MASSAGE
 AGENDA ITEM SUMMARY

APPLICATION TYPE				APPLICATION RECEIVED	
School Review				12/2/11	
APPLICANT NAME					
SCHOOL NAME					
Perfect Touch Wellness Center – Bloomfield, IA					
<input type="checkbox"/> SECTION 1 – CRIMINAL HISTORY		Yes	No	Did Applicant Provide Documentation?	
Did Applicant Disclose?					
Recommendation: Deny _____ Probation _____ Suspension _____ Revocation _____ License _____					
Terms of Suspension/Probation:					
<input type="checkbox"/> SECTION 2 – EDUCATIONAL REVIEW				Yes	No
Is program approved by the Board?					X
If school is not approved transcript must be approved?				X	
Instructor Review needed?				X	
CORE REQUIREMENTS		LIST ADDITIONAL HOURS REQUIRED			
300 hours Massage Theory and Practice					
100 hours Anatomy and Physiology					
50 hours Business Practices, et al					
50 hours Ancillary Therapies					
CPR and First Aid					
Notes:					
<input type="checkbox"/> SECTION 3 - COMPLAINT / INVESTIGATIONS					
Perfect Touch Wellness Center School of Massage in Bloomfield, Iowa would like their school pre Approved for their students to be able to be licensed in Missouri once they complete their program Since the school is close to the Iowa-Missouri border. Enclosed is the course catalog for review.					

Perfect Touch

**WELLNESS CENTER
School of Massage**

**102 E Jefferson St
Bloomfield, IA 52537
641-664-1100**

000345 DEC-2-

November 18, 2011

Board of Therapeutic Massage
3605 Missouri Boulevard
P.O. Box 1335
Jefferson City, MO 65102-1335
Attn: Loree Kessler

Dear Ms. Kessler,

Perfect Touch School of Massage has been established since 2010. Please find enclosed our curriculum proposal which includes our school catalog. The school is in close proximity to northern Missouri and will be enrolling students from Missouri. We request that our curriculum be approved with the State of Missouri Board of Therapeutic Massage. This pre-approval of our curriculum will allow our students to receive their license for Massage Therapy in a timely manner. We currently have curriculum approval with the Iowa Massage Board.

If there is anything else that you need to make your decision, please let us know as soon as possible. If you have any questions, please do not hesitate to call me at 641-208-5775.

Sincerely,



Rhonda K Morton, LMT, NBCR
Director/Instructor

PROGRAM PROPOSAL MISSOURI DEPARTMENT OF EDUCATION

Perfect Touch



WELLNESS CENTER

For

MASSAGE THERAPY PROGRAM

Roach, Greg

From: Rhonda Morton [perfecttouchcenter@yahoo.com]

Sent: Wednesday, January 11, 2012 1:38 PM

To: Roach, Greg

Subject: Information concerning Perfect Touch Wellness Center School of Massage

Greg,

Perfect Touch Wellness Center School of Massage is in the process of becoming accredited. In Iowa, a school cannot get accreditation until they have been established for 2 years. We are currently in our second year and will submit the information for approval within the next few months.

As the instructor, I prepared the curriculum for the new massage program at Indian Hills Community College, Ottumwa, Iowa. Since we are only 15 minutes from the Missouri border, that curriculum was sent to and approved by the Missouri Massage Board. I taught at Indian Hills for 4 years. Upon expanding my massage business, I left Indian Hills and established our own school as part of a wellness center. I "tweaked" the curriculum time schedules to fit within a 9 months program that meets 4 days a week. This still meets the requirements of a 1000 hour program.

I would be happy to answer any other questions you may have. Thank you for your consideration!

Rhonda Morton
641-208-5775

PERFECT TOUCH WELLNESS CENTER

**PROGRAM PROPOSAL MISSOURI DEPARTMENT OF
EDUCATION**

FOR

MASSAGE THERAPY PROGRAM

November 1, 2011

I. Description and Purpose

Perfect Touch Wellness Center (PTWC) is submitting a proposal to request curriculum approval for a Massage Therapy Program that prepares students for a professional career in the massage field. In addition to having a quality education, our students are dedicated to learning technical skills training and ethical practices. Students graduating from this program will be successful as massage therapists. This program will prepare students to take the National Certification Board for Therapeutic Massage and Bodywork (NCBTMB) and/or the Massage and Bodywork Licensing Examination (MBLEx). Either of these national tests, along with a 1000 hour program adequately prepares students for a career anywhere in the United States.

II. Program Content

A. The PTWC Massage Therapy Program is a nine (9) month program that is comprised of three (3) terms that total 47.5 credit hours. The program contains general education and technical courses. A combination of lecture, laboratory and internship experiences are provided to prepare the student to function as a massage therapist. Upon successful completion of the program, graduates will be awarded a Diploma. The proposed curriculum is identified in the following table.

The course descriptions for all courses are included starting on page 4 in the school catalog in Attachment A.

Term	Course #	Course	Credit Semester Hours
1	MT 101	Health Career Certifications	0.5
1	MT 105	Computers	1
1	MT 110	Pathophysiology & Medical Terminology	5
1	MT 125	AHA First Aid	0.5
1	MT 130	Healthcare BLS	0.5
1	MT 200	Human Anatomy & Physiology I	4
1	MT 201	Human Anatomy & Physiology I Lab	1
1	MT 500	Massage Therapy I	4
2	MT 100	Business & Ethics	5
2	MT 300	Human Anatomy & Physiology II	5
2	MT 301	Human Anatomy & Physiology II Lab	1
2	MT 501	Massage Therapy II	5
2	MT 700	Internship I	1
3	MT 502	Massage Therapy III	5
3	MT 503	Topics in Massage Therapy	5
3	MT 701	Internship II	4
		TOTAL	47.5

B. Upon successful completion of the Massage Therapy Program the student will:

1. Possess the knowledge, skills and attitudes necessary to perform as an entry-level massage therapist
2. Demonstrate the ability to obtain licensure as a massage therapist
3. Understand the need for life-long learning to maintain professional status
4. Adhere to legal and ethical professional standards
5. Communicate effectively in a professional setting
6. Possess skills for sound business practices
7. Exhibit effective leadership and management skills

C. The competencies identified in the Massage Therapy Program are consistent with the content specified by the National Certification Board for Massage Therapy and Bodywork (NCBTMB). The competencies include general knowledge of body systems, detailed knowledge of anatomy, physiology, kinesiology, pathology, assessment, massage therapy application, and professional standards, along with ethics, business and legal practices.

Program standards, benchmarks and performance indicators are located in Attachment B.

D. The following courses will have scheduled laboratory experiences directly following lecture:

MT200	Human Anatomy and Physiology I
MT300	Human Anatomy and Physiology II
MT500	Massage Therapy I
MT501	Massage Therapy II
MT502	Massage Therapy III
MT503	Topics in Massage

Course objectives reflecting skills to be attained in the laboratory setting include:

- Identify systems of the body and their correlation to massage
- Examine types of joint motion
- Describe various joint types
- Use proper body mechanics during massage treatments
- Apply the various massage techniques in the appropriate manner
- Demonstrate appropriate draping of client for all aspects of a massage

- Conduct and evaluate full-body general massage
- Conduct an effective client interview
- Perform a basic physical assessment
- Demonstrate a massage session that meets the needs of a pregnant woman

Laboratory experiences will be directly supervised by the massage therapy instructors. Assessment instruments are specifically designed for each course with a laboratory experience and will be used to evaluate student competency.

In addition to laboratory experiences, there are two internships in the Massage Therapy Program. Massage Therapy Internship I is 50 hours in length and Massage Therapy Internship II is 150 hours for a total of 200 hours of hands-on experience. The student will work one-on-one with a licensed massage therapist to apply the basic knowledge and skills acquired in the laboratory portions of the program. The Massage Therapy Program Instructors will provide supervision and evaluation of the student in the internship setting.

III. Physical Description

A. A school in a professional setting will allow students the opportunity to observe and participate in professional culture. Classrooms and laboratory space will be in the lower level of Perfect Touch Wellness Center, and the professional business occupies the street level. Both levels are handicap accessible.

Having an established business for 12 years, equipment and supplies have been purchased as often as the business was financially able in anticipation of beginning a massage school. Additional funds for more tables and supplies will be budgeted into student tuition as enrollment increases. All the necessary massage equipment needed for a student to begin a business is budgeted into student tuition. Upon graduation each student will be fully equipped to be a massage therapist.

B. Classroom space and sufficient technology to support instruction are available to support program implementation. Computers and television with DVD capabilities are accessible. Textbooks will be provided by PTWC for use by the students. Because of the importance of being informed about current standards, practices and technologies the necessary items will be provided: subscriptions to professional magazines, books for references, DVDs of various techniques and professionals in the industry will be brought into the classroom for hands-on instruction. In addition to these technologies available at the school, students will be taking field trips to various professional settings to broaden exposure to multiple modalities.

IV. Introduction of Director

Rhonda Morton began her massage career at Meuller College in San Diego, California in October 1998. This 100 hour program instilled a passion for massage that could not be restrained. Since her residence was in Iowa and travel to San Diego was not feasible, she chose to attend Iowa College of Natural Health in Ankeny. After passing the National Exam in 2000, Rhonda began her career as a sole proprietor of Perfect Touch Massage Therapy, which was located in her home in Bloomfield, Iowa. Having received an MA in Human Resources Management, Rhonda capitalized on her education, 20 years experience in the field of communication, and background as a marketing director to build her business into a successful enterprise. As her business grew, so did her dream. An opportunity to teach at the local community college in 2006 was the stepping stone needed to expand this growing business. Rhonda began the new program at Indian Hills Community College (IHCC) and built it from the ground up. She recruited the students, lobbied for the supplies/materials (which included 20 massage tables, 20 massage chairs, and all the accessories), negotiated teaching and therapy space, wrote all the curriculum, initially taught all the courses, developed an Advisory Committee, and served on the Faculty Student Senate Committee. She is a member of the International Massage Association and IHCC Massage Club Advisor. The program was very successful in the first four years with a 93 percent pass rate for students taking the National Exam. The clinicals were successful with a client base of over 1000. During the four years, Rhonda completed a 300 hour program and became Nationally Certified in Reflexology. Through continuing education during her 12 years in the massage field, Rhonda completed her certification in Cranio Sacral I, Reiki I & II, and Raindrop Therapy. All of this experience makes her very well qualified to develop and spearhead a high quality massage therapy program at PTWC.

V. Student Support Services

A. Students are required to provide their own health care. Fenton Medical Building is within one block of the school. Perfect Touch Wellness Center will help locate apartments for students as needed. Several apartments are available within two blocks of the school. Child care is not provided. Books needed for classroom instruction are included in the tuition. Additional books may be ordered through Perfect Touch Wellness Center. Five restaurants are available within a one block radius.

B. Students will attend career fairs where employee vendors are present. In addition, students will take field trips to places of business where employment opportunities are available.

C. The Massage Therapy Program curriculum, after being accepted by the Massage Board, should comply with other Health Occupations Programs or colleges/universities. The proper paperwork is in progress.

D. Recruitment, assessment and career planning services will be provided by the owner of Perfect Touch Wellness Center. For counseling services, students will be referred to: Pine Rest Christian Mental Health Services, 2611 Washington St., Pella, IA 50219. They can be reached at 641-628-9599 or 1-800-274-9278.

E. Perfect Touch Wellness Center will employ several of the students and assists others with employment in the location they choose. Records will be retained on all students for 5 years to allow for follow up and a greater chance of success.

F. In addition to the support services identified the Massage Therapy instructor is available to counsel students in the areas of course planning and scheduling. Strategies that support study skills are discussed by the instructors in the classroom setting and with individuals needing assistance.

G. Information packets, personal visits to schools and career fairs, advertising in professional newsletters, regional advertising, and word of mouth will be used to recruit students.

Students accepted into the Massage Therapy Program must have an ACT score of 14, or Compass Test with writing score of 45, reading 73 and math 29. Their GPA needs to be at least 2.25.

VI. Student Assessment and Program Evaluation

A. Standards and benchmarks/competencies, both occupational and academic, will be measured and documented through classroom evaluation before graduation and surveys following graduation. Records will be kept for 7 years on competencies related to a business plan, ability to interview, and completion of a professional massage.

B. Student Assessments

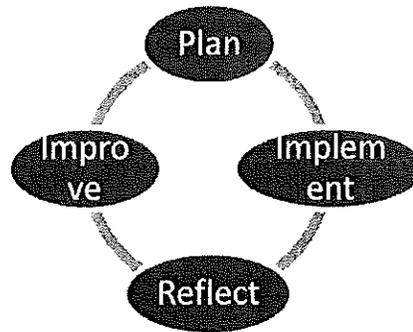
Student assessment strategies that will be used in the Massage Therapy Program include:

- Procedure Competencies (laboratory)
- CATs (Classroom Assessment Techniques)
- Internship Evaluation Instruments
- Quizzes
- Checklists
- Role Playing
- Scenarios

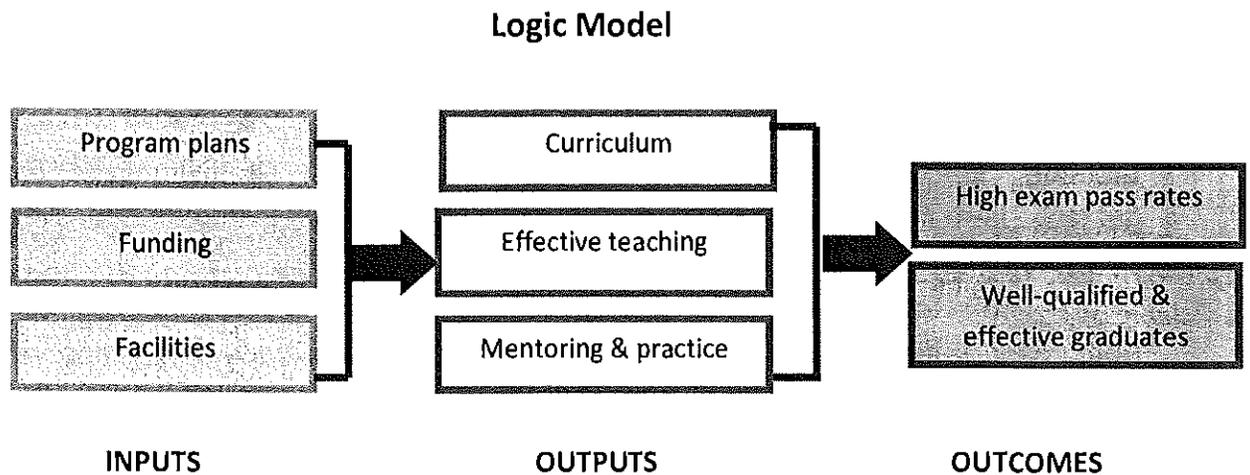
C. Program Assessment

The Massage Therapy Program embraces continuous improvement. We use an objective outside evaluator (Sinclair Research Group) and have spent a great deal of time planning an innovative, ongoing and rigorous program evaluation system. We collect qualitative and quantitative data from all stakeholders (students, faculty, clients) for the purposes of assessing program effectiveness and adherence to high quality standards.

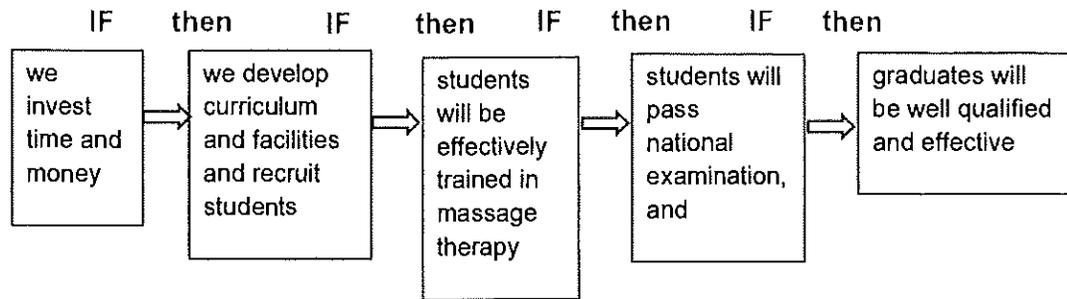
Running through this evaluation work is the Walter Shewhart Theory of Quality Control (1930) and his "Plan Do Study Act" cycle. W. Edwards Deming adopted this model for his "Plan Do Check Act" wheel within a wheel cycle (1986) to which was added the concepts of mastery learning (Bloom 1968), formative and summative assessment (Hastings and Maddox 1971, Scriven 1967, Imai 1986), and minimalist theory - "the least theory that practice requires" (Trochim, 1998). This theoretical framework has been transformed into a formative program assessment cycle for the evaluation of program effectiveness: Formative Program Assessment (program evaluation) is defined as "A system of program evaluation that uses the continuous improvement cycle of 'Plan, Implement, Reflect, Improve' and compares results to criteria (Abel 1994, 2008)."



The day-to-day work of program evaluation has its basis in the logic model of Inputs (What we invest - what we do to collect data, whom we collect it from, etc.), Outputs (the actual data collected and the results of the analysis) and Outcomes (Predicted or discovered changes that move us every increasingly toward the goals of the innovation) (McLaughlin and Jordon 1999). This then leads to various "if/then" statements leading to a theory. For this innovation, the inputs are time, funding, and partnerships. Outputs are curriculum, training, mentoring, and facilities improvement. The results of these investments are an increase in effective teaching and increased academic achievement.



Any logic model sets up a series of "if...then" propositions regarding innovation activities, which then become the program theory:



The Scope of Work for the Program Evaluation Plan will have a 360-degree focus:

1. Student Evaluations of Instructors
2. Graduate Survey
3. Client Feedback Forms
4. Advisory Committee Interviews

The results derived from each of the various instruments used in the program evaluation system are reported within one month of the receipt of data. The Advisory Committee evaluates the overall quality of the Massage Program at the end of each year and makes plans for program improvements.

Graduate surveys are used to gather data six months following graduation from the Massage Therapy Program.

Students' perceptions are completed twice annually on all Instructors. The data gathered from this instrument provides direction for improving instructor effectiveness.

Clients fill out a "Feedback Form" at the end of each massage session.

Enrollment, retention, and placement data will be collected once a year and will guide program planning, development and recruitment. These records will be kept for seven years.

The Massage Therapy Program will utilize the assessment tools described in this section to assess program effectiveness, ensure adherence to state standards and continuous program improvement.

D. **Equal Opportunity:** Perfect Touch Wellness Center provides equal educational and employment opportunities and does not discriminate on the basis of gender, race, national origin, creed, age, marital status, or disability in its educational programs, activities, or its employment and personnel policies. Direct questions to: Rhonda K. Morton, Owner, Perfect Touch Wellness Center, 102 E Jefferson St, Bloomfield, Iowa 52537.

Services for Students with Disabilities: Individuals with disabilities who require accommodations or special services should contact Rhonda K. Morton at Perfect Touch Wellness Center at 641-664-1100 or 800-664-1808 for assistance. Services are available to students who may need classroom accommodations.

E. Enrollment statistics are reviewed annually to evaluate race and gender enrollment of students. The data is compared to the population distribution of southeast Iowa. The compiled information is documented and will be accessible at Perfect Touch Wellness Center.

VI. CHECKLIST OF ATTACHMENTS

- A. School Catalog including class syllabi
- B. Program standards and benchmarks/performance indicators
- C. Class Schedule with clock hours per subject
- D. Sample Diploma
- E. Sample Transcript
- F. Program Advisory Committee Membership form

Attachment A
Massage Therapy
School Catalog

School Catalog

Perfect Touch Wellness Center (PTWC) is offering a Massage Therapy Program that prepares students for a professional career in the massage field. In addition to having a quality education, our students are dedicated to learning technical skills training and ethical practices. Students graduating from this program will be successful massage therapists. This program will prepare students to take the National Certification Board for Therapeutic Massage and Bodywork (NCBTMB) and/or the Massage and Bodywork Licensing Examination (MBLEx). Either of these national tests, along with a 1000 hour program should adequately prepare students for a career anywhere in the United States.

Program Content

The Massage Therapy Program is a nine (9) month program that is comprised of three (3) terms that total 47.5 credit hours. The program contains general education and technical courses. A combination of lecture, laboratory and internship experiences are provided to prepare the student to function as a Massage Therapist. Upon successful completion of the program, graduates will be awarded a Diploma. The curriculum is identified in the following table.

Term	Course #	Course	Credit Semester Hours
1	MT 101	Health Career Certifications	0.5
1	MT 105	Computers	1
1	MT 110	Pathophysiology & Terminology	5
1	MT 125	AHA First Aid	0.5
1	MT 130	Healthcare BLS	0.5
1	MT 200	Human Anatomy & Physiology I	4
1	MT 201	Human Anatomy & Physiology I Lab	1
1	MT 500	Massage Therapy I	4
2	MT 100	Business & Ethics	5
2	MT 300	Human Anatomy & Physiology II	5
2	MT 301	Human Anatomy & Physiology II Lab	1
2	MT 501	Massage Therapy II	5
2	MT 700	Internship I	1
3	MT 502	Massage Therapy III	5
3	MT 503	Topics in Massage Therapy	5
3	MT 701	Internship II	4
		TOTAL	47.5

Upon successful completion of the Massage Therapy Program the student will:

1. Possess the knowledge, skills and attitudes necessary to perform as an entry-level massage therapist
2. Demonstrate the ability to obtain licensure as a massage therapist
3. Appreciate the need for life-long learning to maintain professional competency
4. Adhere to legal and ethical professional standards
5. Use effective oral and written communication skills
6. Possess entrepreneurial skills
7. Demonstrate effective leadership and management skills

The competencies identified in the Massage Therapy Program are consistent with the content specified by the National Certification Board for Massage Therapy and Bodywork (NCBTMB). Competencies related to general knowledge of body systems, detailed knowledge of anatomy, physiology, kinesiology, pathology, assessment, massage therapy application, and professional standards, along with ethics, business and legal practices have been developed.

Massage is a profession where those in leadership have worked hard to develop ethical standards and requirements to protect the reputation of qualified massage therapists. At Perfect Touch Wellness Center massage students develop their leadership skills by volunteering for community service by providing free chair massage to various organizations. Students are also given opportunities to make decisions concerning fundraisers, benefits, and marketing opportunities that help them gain confidence in the skills they learn. In addition, Massage Club allows them to take charge of their organization for the benefit of others.

Course Schedules

Class Schedule

Term I				
November 14, 2011 – February 16, 2012				
Class	Monday	Tuesday	Wednesday	Thursday
Patho & terminology		8-11:30		8-11:30
Computers		12-1:30		
A & P I	8-10:45		8-10:45	
A & P I Lab	10:55-11:40		10:55-11:40	
Massage I	12:30-3:15		12:30-3:15	
First Aid/BLS & Health Career Certifications				12:00-4:30 (first two weeks only)
Term II				
February 20 – May 17, 2012				
A & P II	8-10:30		8:00-11:30	
A & P II Lab	12:00-12:45		12:00-12:45	
Massage II	12:55-3:40		12:55-3:40	
Business and Ethics		8:00-11:30		8:00-11:30
Internship I		12:00-2:30		12:00-2:30
Term III				
May 21 – August 16, 2012				
Topics in Massage	8:00-11:30			
Massage III	12:00-3:30			
Internship II		8:00-4:30	8:00-4:30	8:00-4:30

MT 110

Pathophysiology & Terminology

Credit: 5 Lecture Hours: 76 Lab Hours: 0

Text Reference 1:

Salvo, Susan G. & Anderson, Sandra K. (2004). *Mosby's Pathology for Massage Therapists*. St. Louis: Mosby.

Description

Pathophysiology focuses on the cause and treatment of disease. The characteristics and etiology of diseases are presented using appropriate terminology for understanding of the disease process.

Prerequisites- None

Focus

This course introduces the student to basic pathophysiological processes, along with terminology used in various health care settings.

Student Contribution

Each student is expected to read and complete assignments according to the course schedule.

Evaluation

The student will be evaluated according to the criterion established in the instructional objectives. An examination schedule will be provided. Make-up examinations may be given in an alternative format. The final grade will be based on the following percentages: A=93-100%, B=85-92%, C=78-84%, D=75-77%, F=74%.

Course Goals

1. Discuss basic pathophysiologic concepts including changes of blood and the lymphatic system
2. Identify respiratory, digestive, neurological and musculoskeletal pathologies
3. Describe urinary disorders
4. Discuss diseases of the reproductive system
5. Examine endocrine diseases
6. Identify integumentary alterations
7. Define terms relating to the systems of the body
8. Recognize common medical word meanings based upon prefixes and suffixes

MT 105 Computers

Credit: 1 Lecture Hours: 17 Lab Hours: 0

Text Reference 1

Morton, Rhonda K., Basics of Computers, Handout. 2010

Description

The basics of the Window operating system, electronic communications, and internet research will be covered. Students will use basic features of word processing and presentation software. The course is intended for students with limited computer skills.

Prerequisites: None

Student Contribution

Student must complete all assignments within the class schedule and have a basic understanding of computers.

Evaluation

Grades will be based on the criteria established for the course with evaluation methods chosen by the Instructor.

Course goals:

1. Perform basic Window tasks
2. Correctly use basic computer terms
3. Perform basic Internet tasks
4. Manage an email account
5. Create, edit, save and retrieve word documents
6. Create, edit, save, demonstrate and retrieve presentation slide shows
7. Navigate searches use a search engine

MT 200 Anatomy & Physiology I

Credit: 4 Lecture Hours: 68 Lab Hours: 17

Text 1

Fritz, S. and Groesenbach, M. (2009) *Essential Science for Massage Therapy*. St. Louis: Mosby.

Description

This course covers basic concepts in human anatomical structure in relation to simple body functions. All body systems are covered with emphasis on structure and function. In addition, muscle movement is studied through joint classification and motion, types of muscular contraction, posture and exercise.

Prerequisite: None

Focus:

Students will develop an overall understanding of the structure and function of the systems of the body. Students will be able to apply their knowledge to assess general human movement.

Student Contribution: Regular classroom and laboratory attendance are essential for successful course completion. Students are expected to complete all assigned reading, written assignments, and laboratory competencies.

Evaluation: The final grade will be based on participation, examinations and assignments. A test schedule and course grading criteria will be provided. Grades are based on the following percentages: A=100%-93%; B=92-85%; C=84-78%; D=77-75%; and F=74-0%.

Course Goals:

1. Define anatomy, physiology, and kinesiology
2. Analyze the muscular system
3. Analyze the structure and function of cells
4. Discuss posture, exercise and the gait cycle
5. Classify by structure and function the type of joints
6. Define anatomical language
7. Define homeostasis
8. Define skin functions
9. Define types of molecules and elements
10. Describe accessory skin organs
11. Describe all the layers of skin

12. Describe basic principles of anatomy and physiology
13. Describe the parts of a cell and label a diagram
14. Differentiate between the types of membrane transport

MT 201

Anatomy & Physiology I Lab

Credit 1 Lecture Hours 0 Lab Hours 17

Text reference 1

Fritz, S. and Groesenbach, M. (2009) *Essential Science for Massage Therapy*. St. Louis: Mosby.

Description

Lab covers the lecture topics through the use of models, videos, and computer diagrams for greater understanding of anatomical structure of tissues, bones, and muscles. Muscle movement is also examined using these tools.

Prerequisites

MT 200 Anatomy & Physiology I or may be taken concurrently

Focus

This class offers a basic understanding of anatomy, physiology and kinesiology that serves as a building block for further study.

Student Contribution

Laboratory attendance is essential for successful course completion. Students are expected to complete all assignments.

Evaluation

Students will take lab practicals. The average of these will provide their final grade based on the following percentages: A=100%-93%; B=92-85%; C=84-78%; D=77-75%; and F=74-0%.

Course Goals

1. Identify all bones and features listed in a lab handout
2. Identify human tissue based upon diagrams of the tissue
3. Name the origin and insertion of human muscles

MT 500

Massage Therapy I

Credit: 4 Lecture Hours: 51 Lab Hours: 17

Text/Reference 1:

Fritz, S. (2009). *Fundamentals of Massage Therapy*. St. Louis: Mosby.

Text/Reference 2:

Fritz, S. and Grosenbach, M. (2009). *Essential Science for Massage Therapy*. St. Louis: Mosby.

Description: This course provides an introduction to the profession of Massage Therapy including professionalism, record keeping, hygiene and sanitation, and safety factors. The historical perspective of Massage Therapy will be discussed. Indications and contraindications for massage will be discussed. Body mechanics are examined.

Prerequisites: None.

Focus: This course introduces the basic concepts essential to the practice of Massage Therapy.

Student Contribution: Regular classroom and laboratory attendance are essential for successful course completion. Students are expected to complete all assigned reading, written assignments, and laboratory competencies.

Evaluation: The final grade will be based on participation, examinations and assignments. A test schedule and course grading criteria will be provided. Grades are based on the following percentages: A=100%-93%; B=92-85%; C=84-78%; D=77-75%; and F=74-0%.

Course Goals:

1. Describe professional touch and identify personal interpretations
2. Explain the history of massage therapy the influence of historical events on the current development of massage
3. Understand why current research validates the underlying physiologic mechanisms of massage
4. Identify good health and personal hygiene practices
5. Discuss standard precautions
6. Identify mechanisms of transmission of HIV, AIDS, and hepatitis
7. Describe a hazard-free massage environment
8. Define indications and contraindications of massage
9. Explain the stress response, inflammatory response, and pain response
10. Demonstrate the ability to use proper body mechanics in an efficient and biomechanically correct manner when giving a massage
11. Explain massage procedures to a client
12. Properly drape a client for a mass

MT 125
AHA FIRST AID

Credit: 0.5 Lecture Hours:8 Lab Hours:0 Course Fees: \$5.00

Text/Reference 1

Chameides, L. (Ed.). (2006). *Heartsaver first aid*. American Heart Association.

Description:

This course provides an introduction to the concepts of first aid. Identification and treatment of medical, environmental and injury emergencies will be discussed. This course meets the standards established by the American Heart Association.

Prerequisites: None.

Student Contribution:

Student attendance and regular participation in classroom discussion and group activities is expected. Students must attend 100% of course.

Evaluation:

This is a pass/fail course. To meet course requirements, students must attend 100% of class time and successfully complete (84%) of the required sections of the Heartsaver First Aid written examination.

Course Goals:

1. Identify general first aid principles
2. Explain treatment interventions for medical emergencies
3. Discuss treatment interventions for injury emergencies
4. Identify emergency response to environmental emergencies

MT 130 Healthcare BLS

Credit: 0.5 Lecture Hours: 8 Lab Hours: 0 Course Fees: \$5.00

Text Reference 1

American Heart Association (2006). *BLS for healthcare providers*

Description

This course is designed to provide the student with the knowledge and skills necessary to provide basic life support and cardiopulmonary resuscitation (CPR) at the healthcare provider level based upon current Heart Association guidelines.

Prerequisites

None.

Focus

Successful course completion of Healthcare Provider level basic life support may be required by healthcare facilities for personnel who have direct patient contact.

Student Contribution

As required by the American Heart Association, attendance of 100% of the program is required for successful course completion. Active participation in class and skills is vital to assure the student gains the knowledge and skills presented in this course.

Evaluation

The student will be evaluated on a pass/fail basis. As required by the American Heart Association, students must receive a minimum score of 84% on the post-test and demonstrate adequate performance of all skills, as evidenced by curriculum indicators, for successful course completion.

Course goals

1. Demonstrate automatic external defibrillator use
2. Demonstrate basic life support skills
3. Demonstrate chest compression skills
4. Demonstrate foreign-body airway management skills
5. Demonstrate ventilation skills
6. Discuss cardiovascular and injury risk reduction

MT 101
HEALTH CAREER CERTIFICATIONS

Credit: 0.5 Lecture Hours:8 Lab Hours:0

Description:

This course provides students entering a health career with essential professional information related to child and dependent adult abuse, HIPAA and infection control principles.

Prerequisites: None.

Focus: This course focuses on the basic concepts of HIPAA and infection control. Child and adult mandatory reporter information is discussed. Upon course completion, certification will be provided.

Student Contribution:

Students are expected to complete 100% of the course requirements.

Evaluation:

This course is graded on a pass/fail basis. The student must complete 100% of all course requirements to successfully complete this course.

Course Goals:

1. identify infection control principles
2. describe child abuse mandatory reporter responsibilities
3. explain dependent adult abuse mandatory reporter responsibilities
4. describe the impact of HIPAA on the healthcare system

MT 300 Anatomy & Physiology II

Credit: 5 Lecture Hours: 76 Lab Hours: 17

Text 1

Fritz, S. and Grosenbach, M. (2009) *Essential Science for Massage Therapy*. St. Louis: Mosby.

Description

This course builds on the basic concepts in human anatomical structure in relation to simple body functions. All body systems are reviewed with emphasis on structure and function. In addition, muscle movement is studied through joint classification and motion, with an emphasis on origins and insertions of muscles.

Prerequisite: Anatomy & Physiology I and Anatomy & Physiology I Lab

Focus:

Students will develop a deeper understanding of the structure and function of the systems of the body. Students will be able to apply their knowledge to assess general human movement.

Student Contribution: Regular classroom and laboratory attendance are essential for successful course completion. Students are expected to complete all assigned reading, written assignments, and laboratory competencies.

Evaluation: The final grade will be based on participation, examinations and assignments. A test schedule and course grading criteria will be provided. Grades are based on the following percentages: A=100%-93%; B=92-85%; C=84-78%; D=77-75%; and F=74-0%.

Course Goals:

1. Define bone disorders
2. List the function of bones
3. Describe the body systems as they relate to massage
4. Classify by structure and function the type of joints
5. Define the dynamics of bone
6. Discuss types of muscle contractions
7. Examine the types of joint motion
8. Describe bone formation and remodeling
9. Compare the function, location, and characteristics of the four main tissues
10. Identify anatomical structures of the body's systems
11. Explain the structure and function of all joint types

MT 301 Anatomy & Physiology II Lab

Credit 1 Lecture Hours 0 Lab Hours 17

Text reference 1

Fritz, S. and Groesenbach, M. (2009) *Essential Science for Massage Therapy*. St. Louis: Mosby.

Description

Lab covers the lecture topics through the use of models, videos, and computer diagrams for greater understanding of anatomical structure of tissues, bones, and muscles. Muscle movement is also examined using these tools.

Prerequisites

MT 300 Anatomy & Physiology II or may be taken concurrently

Focus

This class offers a deeper understanding of anatomy, physiology and kinesiology that can be carried into a professional career.

Student Contribution

Laboratory attendance is essential for successful course completion. Students are expected to complete all assignments.

Evaluation

Students will take lab practicals. The average of these will provide their final grade based on the following percentages: A=100%-93%; B=92-85%; C=84-78%; D=77-75%; and F=74-0%.

Course Goals

1. Identify all major bones and muscles of the body
2. Recognize human tissue based upon diagrams
3. Name the origin and insertion of human muscles

MT 100 Business and Ethics

Credit: 5 Lecture Hours: 85 Lab Hours: 0

Text/Reference 1:

Fritz, S. and Grosenbach, M. (2009). *Essential Sciences for Massage Therapy*. St. Louis: Mosby.

Description:

The course discusses professionalism and ethical issues related to the practice of Massage Therapy. Communication styles, standards of practices, informed consent, confidentiality, professional boundaries, ethical decision making, referral guidelines and HIPPA regulations are presented. Laws and regulations related to credentials and licensing are examined. This course also discusses the necessary steps to start your own business or work as an employee as a Massage Therapist.

Prerequisites: None.

Focus:

This course focuses on successfully operating a business as a sole proprietor or as a licensed massage therapist employed by another business. Legal and ethical issues influencing the practice of massage therapy will be discussed.

Student contribution:

Regular course attendance and participation are essential to successful course completion. Students are expected to complete reading and written assignments.

Evaluation:

The final grade will be based on participation, examinations and assignments. A test schedule and course grading criteria will be provided. Grades are based on the following percentages: A=100%-93%; B=92-85%; C=84-78%; D=77-75%; and F=74-0%.

Course Goals:

1. Define professionalism
2. Define legal and ethical parameters for the practice of massage therapy
3. Explain the code of ethics and standards of practice for massage therapy
4. Discuss the informed consent process
5. Identify professional boundaries
6. Examine therapeutic relationships

7. Practice basic communication skills
8. Identify legal and credentialing concerns of the massage profession
9. Describe state and local credentialing requirements
10. Recognize unethical conduct
11. Describe HIPPA and corresponding procedures
12. Identify guidelines for referral to other health professionals

MT 501 Massage Therapy II

Credit: 4 Lecture Hours: 51 Lab Hours: 17

Text Reference 1:

Fritz, S. and Groesenbach, M. (2009). *Essential Science for Massage Therapy*. St Louis: Mosby.

Description:

This course is a continuation of MT 500 Massage Therapy I. Massage techniques are explained. Client interview procedures and treatment plan development are presented. Massage strokes during full-body massage are practiced in the laboratory setting.

Prerequisites:

MT 500 Massage Therapy I

Focus:

This course prepares the student to initiate the basic massage therapies.

Student Contribution:

Regular classroom and laboratory attendance are essential for the successful course completion. Students are expected to complete all assigned readings, written assignments, and laboratory competencies.

Evaluation:

The final grade will be based on an average of examination and assignments. A test schedule and course grading criteria will be provided. Grades are based on the following percentages: A=100%-93%; B=92-85%; C=84-78%; D=77-75%; and F=74-0%.

Course Goals:

1. Explain and follow the basic flow patterns of a massage sequence
2. Identify correct massage techniques
3. Perform a full body massage using massage manipulations
4. Describe the influence of massage techniques
5. Identify types of muscle contractions
6. Perform a basic full-body massage
7. Conduct an effective client interview
8. Perform a basic physical assessment
9. Interpret assessment information
10. Develop a treatment plan

MT 700 Massage Therapy Internship I

Credit: 1 Lecture Hours: 0 Lab Hours: 0 Work Experience hours: 50

Description:

This course introduces the student to a variety of setting employing massage therapists. The student will have the opportunity to develop basic assessment skills and implement massage techniques.

Prerequisites: MT 500 Massage Therapy I; concurrent with MT 501 Massage Therapy II

Focus:

This course focuses on application of theory in the professional setting.

Student Contribution:

Students are expected to maintain regular attendance in the clinical setting. Students are required to have a physical examination and immunizations prior to beginning clinical. Guidelines of clinical expeditions will be provided prior to the clinical experience.

Evaluation:

The clinical is graded on a Pass/Fail basis. A clinical rubric will be used to evaluate student performance and attainment of objectives.

Course Goals: narrow

1. Demonstrate the ability to perform massage methods using proper body mechanics using a massage table and chair
2. Explain the physiologic outcome of all massage manipulations and techniques
3. Apply the following standard massage methods: gliding stroke, kneading, compression, vibration, shaking, rocking, percussion, and friction
4. Modify standard massage methods as deemed appropriate based on assessment findings and health conditions
5. Demonstrate massage techniques and methods
6. Demonstrate region-specific massage methods and techniques
7. Demonstrate appropriate sanitation and universal precaution procedures
8. Identify equipment and premise safety procedures
9. Demonstrate draping procedures
10. Perform client assessment
11. Demonstrate accurate record-keeping and justification of procedures
12. Identify intake procedures
13. Display ethical behavior

MT 502 Massage Therapy III

Credit: 5 Lecture Hours: 51 Lab Hours: 34

Text Reference 1:

Fritz, S. Grosenbach, M. (2009). *Essential Science for Massage Therapy*. St. Louis: Mosby

Description:

This Course examines the role and responsibilities of a massage therapist when providing treatments to clients. Wellness education is discussed. Massage techniques are fine-tuned for higher skill levels.

Prerequisites: MT 501 Massage Therapy II

Focus: This course focuses on the importance of mind, body, and spirit when massaging clients.

Student Contribution:

Regular classroom and laboratory attendance are essential for successful course completion. Students are expected to complete all assigned readings, written assignments, and laboratory competencies.

Evaluation:

The final grade will be based on an average of examination and assignments. A test schedule and course grading criteria will be provided. Grades are based on the following percentages: A=100%-93%; B=92-85%; C=84-78%; D=77-75%; and F=74-0%.

Course Goals:

1. Relate the physiologic mechanism of massage
2. Discuss fitness strategies
3. Specify indications and contraindications for massage
4. Demonstrate focused massage application
5. Discuss general massage protocol
6. Examine the use of general massage methods to ease client pain
7. Discuss realistic expectations for working with clients with chronic illness
8. List the purpose of on-site massage
9. Identify massage techniques appropriate for specific physical disabilities
10. Explain the use of massage as a comfort measure for a terminal illness
11. Identify the basic components of a wellness program

MT 503

Topics in Massage Therapy

Credit: 5 Lecture Hours: 68 Lab Hours: 17 Internship Hours: 0

Text Reference 1

Fritz, S. and Groesenbach, M. (2008) *Essential Sciences for Therapeutic Massage*. St. Louis: Mosby.

Description

This course gives a brief introduction of modalities used in a professional massage business. Students are exposed to various modalities with opportunity for hands-on experience. A basic understanding is shown and students can make decisions concerning continuing education based on personal interest. The spa concept will be examined.

Prerequisites

Concurrent with MT501 Massage Therapy II.

Focus

This course expands student knowledge and exposure to professional modalities.

Student Contribution

Classroom and laboratory attendance are essential for successful course completion. Students are expected to complete all assigned readings, written assignments and laboratory competencies.

Evaluation

The course grade is based on an average of examinations and assignments. The student must complete all laboratory requirements to successfully complete the course. Final grades are based on the following percentages: A=93 –100%; B=85–92%; C=78-84%; D=75-77%; and F=0-74%.

Course Goals

1. Identify the physiologic effects of various therapies
2. Practice various modalities
3. Knowledge of professional practice
4. List types of spas
5. Identify spa services
6. Discuss the spa environment

MT 701
Massage Therapy Internship II

Credit: 4 Lecture Hours: 0 Lab Hours: 0 Work Exp. Hours: 150

Description:

This course prepares the student to enter the massage therapy profession. The student will gain experience in assessment techniques, care/treatment plan development, massage intervention, communication techniques, and record-keeping. Professional and ethical behavior will be stressed.

Prerequisites: MT 700 Massage Therapy Internship I

Focus: This course focuses on the knowledge, behaviors and skill required to function as a professional massage therapist.

Student Contribution:

Students are expected to maintain to maintain regular attendance in the clinical setting. Students are required to have a physical examination and immunizations prior to the clinical. Guidelines of clinical expectations will provided prior to the clinical experience.

Evaluation:

The clinical is graded on a Pass/Fail basis. A clinical rubric will be used to evaluate student performance and attainment of objectives.

Course Goals:

1. Demonstrate the ability to perform massage methods with proper body mechanics using a massage table and chair
2. Explain the physiologic outcome of all massage manipulations and techniques
3. Apply the following standard massage methods: gliding stroke, kneading, compression, vibration, shaking, rocking, percussion, and friction
4. Modify standard massage methods as deemed appropriate based on assessment findings and health conditions
5. Demonstrate the ability to apply and modify each of the massage techniques and methods, including methods to specific regions of the body
6. Demonstrate appropriate sanitation and standard precaution procedures
7. Demonstrate the ability to explain and modify draping procedures
8. Perform client assessment
9. Demonstrate accurate, concise record keeping
10. Develop treatment plans
11. Demonstrate professional and ethical behaviors
12. Demonstrate therapeutic communication skills

Equal Opportunity: Perfect Touch Wellness Center provides equal educational and employment opportunities and does not discriminate on the basis of gender, race, national origin, creed, age, marital status, or disability in its educational programs, activities, or its employment and personnel policies. Direct questions to: Rhonda K. Morton, Owner, Perfect Touch Wellness Center, 102 E Jefferson St, Bloomfield, Iowa 52537.

Services for Students with Disabilities: Individuals with disabilities who require accommodations or special services should contact Rhonda K. Morton at Perfect Touch Wellness Center at 641-664-1100 or 800-664-1808 for assistance. Services are available to students who may need classroom accommodations.

FINANCIAL AID

Students who want to be considered for financial aid, must contact Perfect Touch Wellness Center at 641-664-1100 or 800-664-1808 prior to registration.

PAYMENT OF TUITION AND FEES

Tuition and fees should be paid at Perfect Touch Wellness Center, Monday through Friday, 8 a.m. to 6 p.m. Payment may be made by cash, check, money order, or credit card. Students may return payment by mail. Payment plan dates and options may be found in this schedule book.

REFUND POLICY

Students who formally withdraw from a class within one week prior to any 12-week term may receive a **100% refund** of tuition and fees. Students who withdraw on or after one week prior to the term of a 12-week term are not entitled to a **refund**. The Federal Higher Education Funding authorization requires a return of Title IV funds (Pell Grant, Supplemental Educational Opportunity Grant, Federal Direct and PLUS Loans) to the federal government if a student withdraws on or before 60 percent of the term has elapsed.

Students, please be advised that if you withdraw or drop from classes, it will affect your eligibility for financial aid grants and loans. You will be required to return/repay the dollar amount calculated as unearned aid.

Students must complete all proper withdrawal papers and procedures to ensure they will not receive failing grades for all coursework during the term of withdrawal.

COMPASS TEST

COMPASS is required of all students enrolling in college programs. Students may take COMPASS at any of the eight IHCC County Service Centers as well as on the Ottumwa and Centerville Campuses. The COMPASS measures a student's strengths and weaknesses in the basic skill areas of reading, writing, and math. Students are advised to enroll in appropriate preparatory coursework based on their COMPASS scores. For more information or to schedule a testing time, please call 1-800-726-2585, ext. 5142.

Students may substitute ACT scores for COMPASS by having their ACT scores sent to: Perfect Touch Wellness Center, 102 E Jefferson St., Bloomfield, IA 52537.

REGISTRATION INSTRUCTIONS

2011- 2012 Registration Dates:

November 1 – November 14, 2011

- Students should register for all courses at one time using the Registration Procedures at Perfect Touch Wellness Center at 641-664-1100 or 800-664-1808.
- No phone registrations can be accepted.
- All previous bills **must be paid in full** before students are allowed to register for any term classes.
- Registration should be made prior to the first scheduled class meeting.
- All students are required to complete the COMPASS or ACT prior to registration for their first term.
- You may register at or by contacting Perfect Touch Wellness Center

Registration:

If you have problems, contact Rhonda Morton at Perfect Touch Wellness Center at 641-664-1100 or 800-664-1808.

Payment of Tuition and Fees:

Payment dates for tuition and fee payments are as indicated below:

Term 1 payment due by November 14, 2011

Term 2 payment due by February 20, 2012

Term 3 payment due by May 21, 2012

Begin earning tuition credit in Term 2 with the beginning of internship. One hour massages will be given for hourly credit at the rate of \$30 an hour. Student will receive a tuition credit of \$10 for each hour completed. Refund will be issued at completion of 1000 hour program.

You may pay at Perfect Touch Wellness Center from 8 a.m. to 6 p.m. by cash, check, cashier's check, money order or credit card or mail payment to 102 E. Jefferson St., Bloomfield, IA 52537.

Attachment B
Massage Therapy

Program Standards Performance
Indicators/Benchmarks

Competencies for Massage Therapy

1. Demonstrates the ability to perform massage methods with proper body mechanics on a massage table or chair
2. Understand the application of all massage manipulations and techniques
3. Explains the physiologic outcome of all massage manipulations and techniques
4. Applies and modified each of the following standard massage methods: gliding stroke, kneading, compression vibration, shaking, rocking, percussion, and friction
5. Applies and modifies massage techniques and methods in four basic positions: prone, supine, lateral/recumbent, and seated
6. Applies and modifies each of the massage methods and techniques in the areas of the neck, shoulder, arm, wrist/hand, back, abdomen, gluteus, hip, leg, ankle, foot
7. Performs and integrates passive and active joint movement during assessment
8. Demonstrates equipment and premise safety procedures
9. Demonstrates draping procedures
10. Assesses client using subjective and objective methods
11. Identifies indication and contraindications appropriate for entry-level massage therapists
12. Refers appropriately
13. Demonstrates appropriate choice of massage methods
14. Demonstrates charting, record-keeping and justification procedures
15. Develops appropriate treatment plans using problem-solving and justification procedures
16. Describe behaviors relating to profession ethics, scope of practice, and standards of practice
17. Uses appropriate verbal and nonverbal communication
18. Understands basic business and accounting practices
19. Understands state and local credentialing requirements
20. Demonstrates correct CPR and first aid techniques

Assurances for Postsecondary Career and Technical and College Parallel/Career Option Programs

Program: Massage Therapy

Assurances:

The applicant assures that in carrying out this program it will comply with federal and state laws which prohibit discrimination on the basis of race, color, national origin, gender, disability, religion, creed, age, or marital status in educational programs.

The applicant assures that equitable access will be provided to all students.

This applicant assures that multicultural, nonsexist approaches will be used in planning and implementing programs.

The applicant assures that employers in work-site based training programs do not discriminate against employees or customers and provide an environment free of racial and sexual harassment. Students will be accepted for on-the-job training or work experiences, assigned to jobs and otherwise treated without regard to race, color, national origin, gender, and marital status or disability.

The applicant assures that services to students with disabilities are provided in the least restrictive environment that will meet their needs.

The applicant assures that reasonable accommodations are provided to students with disabilities.

The applicant assures that vocational programs include competency-based applied learning which contributes to an individual's academic knowledge, higher-order reasoning and problem-solving skills, work attitudes, general employability skills, and occupational-specific skills.

This program is shared program with another community college, the applicant assures that the appropriate contracts are in place.

The applicant assures that instructors teaching in this program will be appropriately prepared.

The applicant assures that the college is in compliance with the Code of Iowa, Chapter 260C. 14(1) concerning duplication of programs.

(President)

(Date)

Attachment C
Massage Therapy

Class Schedule or Clock Hours by Term

Attachment C.

Class Schedule of Clock Hours by Term

Term	Course#	Course Name	Lecture	Lab	Clinical	Credit
1	MT 110	Pathophysiology & Medical Terminology	85	0	0	5
1	MT 200	Human Anatomy & Physiology I	68	0	0	4
1	MT 201	Human Anatomy & Physiology I Lab	0	17	0	1
1	MT 105	Computers	17	0	0	1
1	MT 125	AHA First Aid	8.5	0	0	0.5
1	MT 130	Healthcare BLS	8.5	0	0	0.5
1	MT 101	Health Career Certifications	8.5	0	0	0.5
1	MT 500	Massage Therapy I	51	17	0	4
		Term Total	246.5	34	0	16.5

Term	Course#	Course Name	Lecture	Lab	Clinical	Credit
2	MT 300	Anatomy & Physiology II	85	0	0	5
2	MT 301	Anatomy & Physiology II Lab	0	17	0	1
2	MT 100	Business & Ethics	85	0	0	5
2	MT 501	Massage Therapy II	51	17	0	4
2	MT 700	Internship I			50	1
		Term Total	221	34	51	16

Term	Course#	Course Name	Lecture	Lab	Clinical	Credit
3	MT 502	Massage Therapy III	51	34	0	5
3	MT 503	Topics in Massage Therapy	68	17		5
3	MT 701	Internship II			150	4
		Term Total	119	51	150	14

Attachment D

Sample Diploma

PERFECT TOUCH WELLNESS
CENTER

THIS CERTIFIES THAT

Jane Smith

has successfully completed the required course of study approved by the
Board of Education for the State of Iowa, and is therefore awarded this

DIPLOMA

Given this 12th day of August 2011

Director Rhonda K Morton

SEAL

Attachment E

Sample Transcript

**Perfect Touch
Wellness Center**

123-45-6789
Date Printed: 16 August 2011
Eaton Debrah Katherine

Bloomfield, Iowa 50537
OFFICIAL TRANSCRIPT

Course Description	Grades	Hours	Points
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Term I 15 November 2010 to 11 August 2011

MT101 Health Career Certifications	P	0.50	2.00
MT105 Computer Essentials	A	1.00	4.00
MT125 AHA First Aid	P	0.50	2.00
MT130 Healthcare BLS	P	0.50	2.00
MT110 Pathophysiology & Medical Terminology	A	5.00	20.00
MT200 Human Anatomy & Physiology I	A	4.00	16.00
MT201 Human Anatomy & Physiology I Lab	A	1.00	4.00
MT500 Massage I	A	4.00	16.00

	Attempt	Earned	Points	Divisor	GPA
Current Term	16.50	16.50	66.00	16.50	4.00
Cumulative	16.50	16.50	66.00	16.50	4.00

Term II 28 February 2011 to 19 May 2011

MT100 Business & Ethics	A	5.00	20.00
MT300 Anatomy & Physiology II	A	5.00	20.00
MT301 Anatomy & Physiology II Lab	A	1.00	4.00
MT501 Massage II	A	4.00	16.00
MT700 Internship I	A	1.00	4.00

	Attempt	Earned	Points	Divisor	GPA
Current Term	16.00	16.00	64.00	16.00	4.00
Cumulative	32.50	32.50	130.00	32.50	4.00

Term III 23 May 2011 to 11 August 2011

MT502 Massage III	A	5.00	20.00
MT503 Topics in Massage	A	5.00	20.00
MT701 Internship III	A	4.00	16.00

	Attempt	Earned	Points	Divisor	GPA
Current Term	14.00	14.00	56.00	14.00	4.00
Cumulative	46.50	46.50	186.00	46.50	4.00

**Attachment F
Massage Therapy**

Advisory Committee

Attachment F Advisory Committee

Cinda Stifel, NBCR, LMT, Cedar Rapids, IA

Cinda Stifel of Cedar Rapids, Iowa is a National Board Certified Reflexologist and National Certified Massage Therapist. Her experience includes a certification in Shiatsu, Reiki and Cupping. She is the sole proprietor of Moonshadow Reflexology and works as a professional in the Cedar Rapids area. Her knowledge of alternative therapies is a great asset to the PTWC Advisory Committee.

Dr. Lois Abel-Priester, PhD, Executive Director, Sinclair Research Group, Sacramento, California

Specializing in educational program evaluation, Dr Lois Abel-Priester is the Executive Director of Sinclair Research Group, Sacramento, California. She was educated in England and received her PhD from the University of Minnesota in Educational Administration. She has been a teacher, principal, university professor, and for the last 16 years has specialized in the evaluation of educational programs. She is a national assessor for the National Association of Secondary Schools Principals and Educational Testing Service. She is also a member of the California Board of Institutional Review. Her expertise in examining and effectiveness of educational programs according to criteria will assist PTWC toward continuous improvement.

Shelley Bear, Administrator Monroe Care Center, LMT, Albia, IA

Shelley Bear, presently the Administrator of Monroe Care Center, brings 20 years of experience in management to the Advisory Committee. While employed full-time, she returned to college and completed a 1000 program in Therapeutic Massage. She is the sole proprietor of Bear Essentials where she works as a licensed massage therapist. In addition, she is employed as an LMT by Hospice and holds a level I Reflexology certification. She is a member of the Iowa Health Care Association and International Massage Association.

Deb Krenz MA Elementary Counseling, Bloomfield, IA

Graduating Magna Cum Laude with a BA in Elementary Education, Deb Krenz began her career in public education. After developing the Davis County Daycare Center, Bloomfield, IA, she spent 10 years as Day Care Director and a preschool teacher. After receiving her MA in Elementary Counseling, she spent over 24 years service in the education system. She is an active member of Alpha Delta Kappa and TTT in Bloomfield. She presently serves as an Elementary Counselor for Ottumwa Elementary Schools.

OPEN SESSION MINUTES
Missouri Board of Therapeutic Massage
January 23, 2012 - 12:00 noon
Division of Professional Registration
3605 Missouri Boulevard – Jefferson City, Missouri

At 12:00 noon., the Missouri Board of Therapeutic Massage conference call meeting was called to order by Renate Brodecker, Chairperson, at the Missouri Division of Professional Registration, 3605 Missouri Boulevard, Jefferson City, Missouri.

Board members present:

Renate Brodecker, Chairperson
Dawn Standley, Vice Chairperson
Carl Nelson
Brandy Mouser

Staff present:

Loree Kessler, Executive Director
Jeanette Wilde, Processing Licensure Supervisor
Greg Roach, Processing Technician II
Greg Mitchell, Counsel

Ms. Brodecker indicated she would be voting in open and closed session.

A motion was made by Mr. Nelson and seconded by Ms. Mouser to approve the open session agenda. Board members voting aye: Ms. Mouser, Ms. Standley, Mr. Nelson and Ms. Brodecker. Motion carried unanimously.

A motion was made by Ms. Standley and seconded by Ms. Mouser to approve the open session minutes of the September 26, 2011 board meeting, October 10, November 21, and December 23, 2011 conference calls. Board members voting aye: Ms. Mouser, Ms. Standley, Mr. Nelson and Ms. Brodecker. Motion carried unanimously.

Nancy Fulton – Mentorship Application

Clarification needed concerning who will teach anatomy and physiology and why is there a 150 hour requirement in anatomy and physiology. Norma Harnack is listed as an instructor of Level IV. The apprenticeship must be taught by Ms. Fulton. Finally, cost of the apprenticeship is required.

Perfect Touch Wellness Center – Bloomfield, IA

Request school provide credentials of anatomy and physiology instructor. Clarification needed regarding Iowa governing body responsible for school approval.

Meeting Schedule

The board scheduled a conference call for 3:30 p.m. February 27, 2012.

At 12:19 p.m., a motion was made by Ms. Mouser and seconded by Ms. Standley to convene in closed session pursuant to section 610.021 subsections (14), 324.001.8 and 324.001.9 RSMo for the purpose of discussing investigative reports and/or complaints and/or audits and/or other information pertaining to the license or applicant, section 610.021 subsection (1) RSMo for the purpose of discussing general legal action, causes or action or litigation, and any confidential or privilege communication between this agency and its attorney, and for the purpose of reviewing and approving closed meeting minutes of one or more previous meeting under the subsection 610.021 RSMo which authorizes this agency to go into closed session during those meetings. Board members voting aye: Ms. Mouser, Ms. Standley, Mr. Nelson and Ms. Brodecker. Motion carried unanimously.

At 1:21 p.m., a motion was made by Ms. Mouser and seconded by Ms. Standley to convene in open session and adjourn the conference call meeting. Board members voting aye: Mr. Nelson, Ms. Standley, Ms. Mouser, and Ms. Brodecker. Motion carried unanimously.



Executive Director

Approved by Board on March 26, 2012