

# **North American Institute of Medical Herbalism, Inc.**

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

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Catalog Volume 5 No 2 – January 2012

## **Distance Learning**

See separate catalog for Classroom courses

Approved and Regulated by the Colorado Department of Higher Education,

## Private Occupational School Board

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

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

The school is located at 2900 Valmont Road Unit F-1, Boulder, CO 80301. Our classrooms are furnished with standard classroom equipment, white-board, overhead projector, a reference library, and facilities for on-line research. Our clinical students have access to 2 clinic rooms and a fully stocked herbal and nutritional pharmacy.

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## **Mission**

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

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

Paul Bergner, Director

## Faculty Members

**Paul Bergner**, Medical Herbalist, Clinical Nutritionist, naturopath

**Teresa Koby**, Certified Clinical Herbalist, Clinical Nutritionist

**Tania Neubauer, ND**, Herbalist

**Mary Barnes, AHG**, Certified Clinical Herbalist, Clinical Nutritionist

(See Biographies of regular faculty on page 32)

## Programs and Seminars Offered

### Diploma/Certificate Programs

We offer basic, advanced, and clinical training in herbalism and nutrition in a classroom and clinical setting. See our separate catalog for Classroom Courses, or visit our web site at <http://naimh.com> for details.

Note: We do not currently offer a comprehensive herbalism certification by distance learning.

### Distance Learning Stand-Alone courses

First Course in Medical Herbalism	36 hours
Fundamentals of Herbal Actions and Formulation	36 hours
Vitalist Therapeutics and Acute Symptoms	72 hours
Adverse Effects of Common Herbs	24 hours
Insulin Resistance: Pathophysiology and Natural Therapeutics	24 hours
Materia Medica Intensive	24 hours
Toxicity and Detoxification	24 hours
Reproduction and Vitalist Therapeutics	30 hours

Each course above is approved to be offered for Continuing Education credit by the Colorado Department of Higher Education, Private Occupational Schools Board

## Distance Learning

Distance Learning has emerged in North American education in the last decade as a major delivery method of education, losing a previous stigma attached to "Correspondence Course" education. Most modern universities have Distance Learning courses available for full academic credit. Distance learning is now also common in the field of occupational education. This method of learning suits the needs of millions of North Americans who are highly motivated to learn, but cannot leave their localities to obtain the education they want. Distance Learning is especially well-suited to the study of medical herbalism and clinical nutrition, since these topics are taught in a relatively small number of locations in the country, and the great majority of individuals wanting this education cannot relocate to acquire it. The clinical aspects of herbalism cannot be taught in this manner, and require on-site training.

The North American Institute of Medical Herbalism maintains the highest educational standards in our Distance Learning, including:

- 1) Our school and its courses are approved and regulated by the Colorado Department of Education, Private Occupational Schools Board. Each Distance Learning Course is specifically approved for Distance Learning, Internet, and Continuing Education formats.
- 2) Our courses have a primary audio component, with recordings of actual lectures delivered in a classroom format, in addition to text materials, notes, and readings.
- 3) Students are assigned a faculty member to give personalized feedback through written, internet, or phone contact.
- 4) Students may also engage with faculty and other students taking their course through an internet Listserv.
- 5) Student support includes an online reference library, and direct contact with administration representatives for technical assistance with problems relating to enrollment or administrative issues.

## **How our courses work**

Courses usually include both written and audio materials. The audio CDs and tapes are actual recordings of classes at our institute, digitally edited and modified for a Distance Learning format. For most courses, the student first purchases the materials for the course. Upon receiving them, the student returns application and enrollment forms, and is then eligible for faculty contact and support. Each course is divided into lessons, with exams or projects required to complete the lesson. Tuition is paid as the lessons are completed (See page 11 for details.) This way, if the student decides not to complete the course part way through, they do not lose their entire tuition. The student is allowed a specified time to complete each course, requiring approximately three hours of study and/or project work each week. As each course is completed a Certificate for Continuing Education is awarded.

**Any of our distance learning courses may be taken for continuing education credit, and we maintain a transcript of your work at the school.**

## **First Course in Medical Herbalism**

**36 hours reading, audio, and lab (projects)**

**Course objective:** The course will introduce the student to the methods of study of medical herbalism, to five important categories of herbal action, and to some uses of herbs in chronic or minor self-limiting illnesses.

**Prerequisites:** High school diploma or equivalent

**Course length:** This eight lesson course is to be completed within sixteen weeks.

**Cost:** Tuition:\$120 (paid in installments - See page 11)

Application Fee: \$10

Materials: \$60

Study materials and CDs: \$35

Total: \$225

**Lessons** (each lesson includes 3 hours of reading and/or tapes, and averages 1 hour of projects:)

Lesson 1. How to study herbalism, herbal forms, and herbal actions

Lesson 2. 4 Alterative herbs.

Lesson 3. 2 Immune-enhancing and antiseptic herbs

Lesson 4. 4 Sedative herbs

Lesson 5. 2 Herbs for women

Lesson 6. 2 Energy tonics

Lesson 7. Healing strategies, with case studies

Lesson 8. Herbs and common medical conditions

## **Fundamentals of Herbal Actions and Formulation**

**36 hours reading and audio**

**Course objective:** The course will develop the concepts of herbal actions learned in the earlier courses, and present the most important concepts in formulation.

**Prerequisites:** High school diploma or equivalent, First Course in Medical Herbalism or equivalent, and previous herbal study sufficient to become familiar with the properties and main uses of at least 40 herbs.

**Course length:** This 6-lesson course is to be completed within twelve weeks.

**Cost:** Tuition:\$120 (paid in installments - See page 11)

Application fee: \$25

Study materials and CDs: \$160

Total: \$305

### **Lessons**

Each lesson includes an average of 3 hours of lecture and 3 hours of projects.

Lesson 1. Herbal Actions overview and review

Lesson 2. Clinical definitions of herbal actions

Lesson 3. Introduction to Herbal Formulation

Lesson 4. Pairing in Herbal formulation

Lesson 5. Classical Herbal formulas

Lesson 6. Individualized formulas

## **Vitalist Therapeutics and Acute Symptoms**

**72 hours reading, audio, and projects**

**Course objective:** This 12-lesson course covers the physiology, pathology, nutrition, pharmacology, herbal actions, and vitalist and constitutional considerations for acute symptoms

**Prerequisites:** 36 hours of previous studies in herbalism

**Course length:** This twelve-lesson course is to be completed within twenty-four weeks.

**Cost:** Tuition:\$180 (paid in installments - See page 11)

Application fee: \$25

Study materials and CDs: \$299

Total: \$504

**Lessons** (each lesson includes 3 hours of tapes and reading and 3 hours of projects)

Lesson 1. Upper, Middle, and Lower Gastrointestinal Tract Conditions

Lesson 2 Blood purifiers, alteratives, the Bad Blood Syndrome, and the Skin

Lesson 3 External and internal treatments for the skin

Lesson 4 Wounds, burns, and chronic ulcers

Lesson 5. Catarrh, chronic mucous, and lymphatic conditions

Lesson 6. Fever

Lesson 7. Coughs, Eyes, and Ears

Lesson 8. Fatigue, Depression, Anxiety, Insomnia

Lesson 9. Pain

Lesson 10. Bladder and Kidney

Lesson 11. Menses

Lesson 12. Pregnancy and breast health

## **Adverse Effects of Common Herbs**

**24 hours reading and audio**

**Course objective:** The course will introduce the student to the basic concepts of adverse effects, drug-herb interactions, and toxicology, and cover the safety aspects of 35 common herbs in detail.

**Prerequisites:** 36 hours of previous studies in herbalism.

**Course length:** This 8-lesson course is to be completed within eight weeks.

**Cost:** Tuition:\$120 (paid in installments - See page 11)

Application Fee: \$25

Study materials and CDs: \$160

Total: \$305

### **Lessons**

Each lesson includes 2-3 hours of lecture.

Lesson 1. Introduction to Adverse Effects and Drug-Herb Interactions

Lesson 2. The Milieu of Iatrogenic disease

Lesson 3. The Adverse Effects of Common Herbs I (8 herbs)

Lesson 4. The Adverse Effects of Common herbs II (8 herbs)

Lesson 5. The Adverse Effects of Common Herbs III (9 herbs)

Lesson 6. The Adverse Effects of Common Herbs IV (10 herbs)

Lesson 7. The Toxicology of Essential Oils

Lesson 8. The Fragile Patient: Considerations in the Elder patient

## **Insulin Resistance: Pathophysiology and Natural Therapeutics**

**24 hours reading and audio**

**Course objective:** The student will learn the pathophysiology of insulin resistance, and the influence of diet, exercise, nutrition and herbs on the condition.

**Prerequisites:** 36 hours of previous studies in herbalism

**Course length:** This eight-lesson course is to be completed within eight weeks.

**Cost:** Tuition:\$120 (paid in installments - See page 11)

Application Fee: \$25

Study materials and CDs: \$190

Total: \$335

**Lessons** (each lesson includes 3 hours of tapes and reading)

Lesson 1. The Pathophysiology of Insulin Resistance 1

Lesson 2. The Pathophysiology of Insulin Resistance 2

Lesson 3. The Influence of Stress and Sleep Debt on Insulin Resistance

Lesson 4. Exercise therapeutics, Growth Hormone, and Insulin Resistance

Lesson 5. Pathophysiology of Diabetes Types I and II

Lesson 6. Therapeutics for Insulin Resistance, Obesity, and Diabetes 1

Lesson 7. Therapeutics for Insulin Resistance, Obesity, and Diabetes 2

Lesson 8. Therapeutics for Insulin Resistance, Obesity, and Diabetes 3

## **Materia Medica Intensive**

**24 hours reading and audio**

**Occupational objective:** The student will study herbal materia medica in-depth, with an emphasis on understanding constitutional actions, and on differentials between similar herbs.

**Prerequisites:** 36 hours of previous studies in herbalism

**Course length:** This eight-lesson course is to be completed within eight weeks.

**Cost:** Tuition:\$90 (paid in installments - See page 11)

Application Fee: \$10

Study materials and CDs: \$160

Total: \$260

**Lessons** (each lesson includes 2-3 hours of taped lecture)

Lesson 1. Physiomedicalist actions of herbs

Lesson 2. Humoral actions and materia medica differentials

Lesson 3. Mucous Membrane remedy differentials

Lesson 4. Digestive Tract remedy differentials

Lesson 5. Respiratory tract remedy differentials

Lesson 6. Nervine and sedative remedy differentials

Lesson 7. Female system remedy differentials

Lesson 8. Adaptogen remedy differentials

## **Toxicity and Detoxification**

**24 hours reading and audio**

**Course objective:** The course will introduce the student to the basic concepts of toxicity, the alterative herbal materia medica, and the pathophysiology and materia medica for the liver.

**Prerequisites:** High school diploma; 40 hours of previous studies in herbalism.

**Course length:** This 8-lesson course is to be completed within eight weeks.

**Cost:** Tuition:\$120 (paid in installments - See page 11)

Application Fee: \$25

Study materials and CDs: \$160

Total: \$305

### **Lessons**

Each lesson includes 1-2 hours of lecture.

Lesson 1: Introduction to Detoxification

Lesson 2: Pathophysiology of Detoxification

Lesson 3: Alterative Materia Medica

Lesson 4: Food Intolerance and toxicity

Lesson 5: Liver Pathophysiology

Lesson 6: Liver Materia Medica

Lesson 7: Detoxification Strategies

Lesson 8: Formulation and Practice Cases

## **Reproduction and Vitalist Therapeutics**

### **30 hours reading and audio**

Anticipated release in Spring of 2011. Call 303-541-9552 to check for availability.

**Course objective:** The course will introduce the student to the anatomy, physiology and pathophysiology of the male and female reproductive systems, describe advanced female reproductive hormonal physiology, and describe herbal and nutritional therapeutics for both the male and the female.

**Prerequisites:** High school diploma; 40 hours of previous studies in herbalism.

**Course length:** This 10-lesson course is to be completed within ten weeks.

**Cost:** Tuition:\$160 (paid in installments - See page 11)

Application Fee: \$25

Study materials and CDs: \$190

Total: \$375

### **Lessons**

Each lesson includes 1-2 hours of lecture.

Lesson 1: Female Reproductive System Anatomy and Physiology

Lesson 2: Male Reproductive System anatomy and Physiology

Lesson 3: Hormonal Patterns in Female Reproductive Pathology

Lesson 4: The Pathophysiology of Common Female Reproductive Complaints

Lesson 5: Female Reproductive Materia Medica

Lesson 6: Nutritional, Herbal, and Natural Therapeutics for Female Reproductive Complaints (part I)

Lesson 7: Nutritional, Herbal, and Natural Therapeutics for Female Reproductive Complaints (part II)

Lesson 8: Therapeutics for Menopause

Lesson 9: Male Reproductive Complaints: Pathophysiology and Natural Therapeutics

Lesson 10: Practice Cases and Formulation

# **Application, Enrollment, and Tuition**

You may request application and enrollment materials by phone, mail, or email at:

NAIMH, Inc. ,  
2900 Valmont Road  
Boulder, CO 80301  
720-279-4824, [inquiries@naimh.com](mailto:inquiries@naimh.com)

Enrollment information for each specific course is included with the course materials for that course. The steps for enrollment are as follows:

## **General Overview**

- 1) Purchase materials
- 2) Send in the application and enrollment that comes with the materials
- 3) Listen to the audio classes and complete the assignments, paying tuition in installments as the lessons are completed.

## **Details**

### **Order course materials**

- 1) Read the description of the course online or in this catalog. Call or email for clarification of any questions you might have about the course or the enrollment or certification processes.
- 2) Purchase the course materials, ordering them online, by phone, or by mail. Payment for materials is non-refundable. Note: Materials are available for purchase without enrollment or further tuition payments.

### **Apply and Enroll for Student support**

- 3) With the materials, you will receive an application and enrollment form for the course, and a digital copy of the school catalog. Fill out the forms, sign them, and send both forms in with the \$10 application fee. You will then be entitled to student support and faculty contact for the period of the course specified in this catalog.

### **Completing assignments**

4) Follow the instructions you receive with the course for assignments and study questions, and send in projects or answers to the questions according to the schedule given.

### **Tuition Payments**

5) No tuition is paid up front. Tuition is paid in installments as you work through the course and complete the lessons. After completing 10% of the lessons, 25% of the tuition is due. Another 25% is due after completing a quarter, a half, and three-quarters of the lessons, respectively. The exact tuition payment schedule for each course is specified in the enrollment agreement.

### **Certificate**

6) Upon completion of assignments and tuition payments, you will receive a certificate reflecting the number of hours of the course. All our distance learning courses are approved for CE credit by the Colorado Department of Higher Education, Private Occupational Schools Board.

# School Policies

## Postponement of Start Date

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

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

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

## School Closures and Holidays

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

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

## Entrance Requirements

The school does not discriminate based on race, sex, religion, ethnic origin, or disability.

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

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

For specific prerequisites for the various programs and seminars, see the detailed descriptions in this catalog.

## **Previous Credits**

Credits from another institution will be evaluated on a case-by-case basis. We do not guarantee transferability of our credits to another institution without written agreement between that institution and ourselves.

## **Enrollment**

Prospective students for distance learning may enroll anytime.

## **Completion Requirements for Courses**

Each course has an allotted time for its completion as described in this catalog. Students may request an extension of the time period, but the school is not obligated to make an extension, and may require a new application fee and either partial or full tuition payment at the school's discretion.

Students who are unable to make normal progress through the lessons for medical reasons or severe personal problems may take a leave of absence until they are able to return to study. Proper documentation will be required to substantiate a student's withdrawal.

## **Incomplete assignments**

Students must complete all assignments associated with a lesson to get credit for the lesson and to progress to the next lesson.

## **Progress Policy**

Students must earn at least a LP grade (see below) on each Lesson Examination submitted, and must have an overall average of P (see below) on each course in order to progress through the lessons.

## **Grading System**

90-100	High-Pass	HP	Excellent
80-90	Pass	P	Average
70-80	Low-Pass	LP	Below Average
Below 70	Fail	F	Unsatisfactory

Distance Learning students will receive a grade on each lesson completed. Students receiving a F on journals and projects will be required to re-submit corrected or improved materials.

## **Conduct Policy**

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

## **Dismissal**

Any student may be dismissed for violations of rules and regulations of the school, as set forth in school publications. A student also may be withdrawn from classes if he or she does not prepare sufficiently, neglects assignments, or makes unsatisfactory progress. The director, after consultation with all parties involved, makes the final decision.

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

## **Student Complaints**

Complaints, which cannot be resolved by direct negotiation between the student and the school, may be filed with the Division of Private Occupational Schools of the Colorado Department of Higher Education, 1560 Broadway, Suite 1600

Denver, CO 80202 (303) 894-2960, or complaints may be filed online at <http://higher.ed.colorado.gov/dpos/>

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

## Refund Policy

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

<b>Student is entitled to upon withdrawal/termination</b>	<b>Refund</b>
Within the first 10% the course lessons completed.	90% of tuition contract total less cancellation charge
After 10%, but within the first 25% of course lessons completed.	75% less cancellation charge
After 25%, but within the first 50% of course lessons completed.	50% less cancellation charge
After 50%, but within the first 75% of course lessons completed.	25% less cancellation charge
After 75% or course lessons completed.	NO refund

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

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

### **Placement Assistance**

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