



**PROGRAM: 650 Hours**

**PLEASE NOTE:**

- All Courses are required for program completion.
- A “pass” or “fail” grade is assigned based on attendance and task completion unless otherwise noted.
- Specific courses or initial course blocks also serve as prerequisites where noted.
- Practical exercises can be applied to massage practice where noted.

**ORIENTATION - 4 hrs**

Orientation is mandatory for all students before beginning classes, and is conducted on the first day of class. Prerequisite: acceptance and completed enrollment. Students review the handbook and payment program.

**ETHICS - 6 hrs**

Block #1 - 2 hrs

Overview: ethical guidelines and standards of the massage therapy profession. Students participate in a series of role-play exercises practicing the handling of different ethical scenarios.

Block #2 - 2 hrs

Mock Clinic: students will be able to identify and apply acceptable sanitation and hygiene practices. Students will review massage clinic rules and client protocol.

Block #3 - 2 hrs

Review: client scenarios, non-verbal communication cues, as well as other patient/provider interactions during a massage.

**PHARMACOLOGY - 2 hours**

This class provides information and resources on common medications used by people today. Students will be able to identify indications and contraindications to massage therapy of those that are taking prescribed medication. This class is the prerequisite to Student Clinic and Internship time.

**REPORTS & RECORDS - 15 hrs**

Practical exercises can be applied to massage practice.

Block #1 - 4 hrs

Policies & Schedule Setting: Students will design their schedule of life/ massage therapy, write late, no show and bad payment policies.

Block # 2 - 4 hrs

Insurance Billing: Students will practice steps of insurance billing, HICFA forms, contacts and liens.

Block # 3 - 4 hrs

Narrative Reports: Students will practice narrative report writing in several scenarios as it relates to insurance billing.

Block #4 - 3 hrs

Contracts and Taxes: descriptions of several types of working contracts are reviewed. Tax planning suggestions are given. Students will be able to draft a brief tax plan and apply it to their massage practice. Guest professionals, CPA and Attorney may be present at class for questions and discussion.

### **PRACTICE BUILDING - 15 hrs**

Block #1 - 4 hours

Career Management & Self-Assessment: student will complete self-assessments on leadership and communication skills. Student will be able to apply these results to the business plan, incorporating identified areas of strength and addressing improvement opportunities.

Block #2 - 4 hours

Marketing In-Depth: students will distinguish between different marketing and advertising approaches, identify target audiences, draft promotional materials, and put together an outline of a business plan.

Block #3 - 4 hours

Creating A Business Plan: Each student will create a business plan for a massage practice. Skill building includes goal setting, the completion of marketing plans, policies and procedures, pricing protocols, and customer service guidelines. Students will meet with local entrepreneurs on subjects of marketing and building and maintaining a customer base.

Block #4 - 3 hours

Completing The Business Plan: Students meet with instructors to review business plans.

### **STATE LAW - 5 hrs**

Covering Montana State law as well as the differences in other state laws. This class also shows videos for various massage insurance companies.

### **ANATOMY & PHYSIOLOGY - 100 hrs**

Part 1: Systems and Function - 50 hrs

This class provides the basic study and function of the following body systems: Cell Structure, Organelles, Tissues, Integumentary, Musculature, Cardio Vascular: Blood, Pulmonary, Vessels, Lymphatic, Sensory and Motor, Anonomic Nervous System, Brain and Cranial Nerves, Spinal Chord Function, Endocrine, Digestive, Exercise Physiology, Respiratory Function, Reproductive and Urinary. Students will be able to identify each subject above and demonstrate knowledge of the structure and function of each. Written examinations are given in this class. Students must pass with an 80%. Anatomy and Physiology Part 1 is a prerequisite to part 2 Pathology.

Part 2: Study of Pathology - 50 hrs

This class provides study of precautions and protocols to disease and common illness that the massage therapist may come in contact with. Students will be able to identify indications, contraindications and proper protocol for pathological conditions as related to massage therapy. Written examinations are given in this class. Students must pass with an 80%.

### **KINESIOLOGY - 140 hrs**

Part 1 - 70 hrs

This class covers the location of all bony landmarks and anatomical terms. Students will be able to identify musculature, joint structure and ligaments of the upper body in this section. Written and practical examinations are given in this class. Students must pass with an 80%. Kinesiology I is a prerequisite to Kinesiology II.

Part 2 - 70 hrs

Students will be able to identify musculature, joint structure and ligaments of the lower body. Written and practical examinations are given in this class. Students must pass with an 80%.

### **SWEDISH MASSAGE - 100 hrs**

The study of all basic massage strokes, hydrotherapy, pregnancy and infant massage. Mechanical, reflexive and physiological effects of massage are studied. Practitioner body mechanics, record keeping, draping methods are also part of this class. Students will be able to identify and apply all basic massage strokes. All subjects in Swedish Massage Class must be completed before taking the final written and practical examination required to pass the class. Students must pass with an 80%. Swedish Massage is a prerequisite for Student Clinic and Internship.

### **SPORTS MASSAGE - 32 hrs**

The practical application of sports massage techniques for pre, post, event and injury prevention treatments. Students will be able to identify injuries and apply proper treatments to the athlete. Written examination is given in this class. Student must pass with an 80%. Sports Massage is a course completion requirement.

### **THAI MASSAGE - 20 hrs**

Thai massage has its origins in ancient Tibet, India and China. Originally practiced by Buddhist monks who traveled from India to Thailand 2500 years ago, it is now an integral part of traditional Thai medicine.

The practice of Thai Massage is a give and take or a dance between giver and receiver. While the work is focused on the client, the receiver also benefits by extending and stretching in a series of positions. The Sen, or energy lines, of the body are carefully worked to relax and rejuvenate the client. Students will learn the history, theory and practical application of Thai Massage. They will both receive and perform full body Thai Massage sessions while learning how to integrate this work into their practice of Swedish, Deep Tissue and Sports Massage.

Thai massage is a unique practice where the therapist moves and stretches the client in a very slow and meditative, yet very purposeful manner.

### **DEEP TISSUE - 100 hrs**

This class teaches the delivery of a deeper massage addressing each muscle group specifically. Body mechanics are taught in this class to prevent injury to the therapist while giving an effective treatment massage. Injury treatment protocol is taught for a wide range of common injuries. Range of Motion and Muscular Energy Technique are also taught in this section to help facilitate further treatment. Students will be able to apply these techniques. Written and practical examinations are given in this class. Student must pass with an 80%.

### **REIKI - 12 hrs**

Reiki is a gentle, non-invasive, non-religious healing method based on ancient practices of the laying-on of hands, which was systematized in Japan. In the Eastern view, the body is regarded as a dynamic energy system, and like many other healing modalities, Reiki aims to restore the unimpeded flow of energy which is blocked or disturbed in some way. Thus the natural healing processes of the body are activated and a state of deep relaxation is achieved in which healing on both physical and emotional levels can take place.

A blend of Shiatsu and Chinese medicine. Students study the principles of yin and yang, five-element theory and pulse reading. Students will be able to apply practical application of a full body Shiatsu treatment. Written and practical examination is given in this class. Student must pass with an 80%.

**CPR & FIRST-AID - 6 hrs**

The Red Cross teaches this class and CPR and First Aid cards are given to those who pass the written examination. This class is a prerequisite to Student Clinic and Internships.

**AIDS AWARENESS - 4 hrs**

The AIDS council of Missoula teaches this class and serves as a prerequisite to Student Clinic and Internships.

**STUDENT CLINIC - 80 hrs**

Shifts of 4-5 hours each are offered Mon-Sat. Designed to give students a true-to-life experience of working on clients with varying conditions. An evaluation is given for each massage. Completion of Swedish Massage, Ethics, AIDS Awareness, CPR and First Aid are prerequisites for participation is Supervised Clinic Hours.

**EVENTS - 30 hrs**

This section is designed for experience in student community outreach. Various events are set up with business and sports events to expose the students to working with different types of people and situations. Pre requisites for event participation are the same as student clinic.

**SELF CARE & BODY MECHANICS - 5 hrs**

Instruction on how to take care of your body through stretching, exercise and body mechanics.

**PROGRAM REVIEW - 3 hrs**

The final program course is designed to review all subjects and group test information.